

# HEALTH AND SAFETY POLICY CHECKLIST

**Disclaimer:** Once you have created a draft of your health and policy (alternatively, if you have an existing health and safety policy), check it against each of the points below to see if there is anything that you may need to add or revise. Your policy needs to make sense for your farm, the legislation, and the standards that apply to it, so the information contained herein should be viewed as a guideline only. If you require assistance, please contact **AgSafe Alberta** at [info@agsafeab.ca](mailto:info@agsafeab.ca) or visit [www.agsafeab.ca](http://www.agsafeab.ca) for learning opportunities, tools and resources.

Yes	Needs Work	No	Question
			Were members of the farms senior leadership team (e.g., owner(s), director(s), boss(s)) involved in the development of this policy?
			Were other members of the farms leadership team (e.g., managers, supervisors, leads) involved in the development of this policy?
			When someone reads the policy, is it clear why health and safety is important to you and the farm?
			Is there a statement about protecting the health and safety of the people working on the farm by identifying and eliminating the hazards and reducing the risk as far as possible?
			Does the policy address the protection and maintenance of the physical, psychological, and social wellbeing of employees and others on the farm?
			Does the policy require all levels of management to be accountable for carrying out their health and safety responsibilities?
			Does the policy state anything about health and safety violations or their handling?
			Does the policy state that unsafe work performance will not be tolerated/accepted?
			Does the policy address the roles and responsibilities relating to health and safety in the workplace?
			Do the roles and responsibilities in the policy align with those in the OHS Act?
			Is there statement about the farm at minimum being compliant with all applicable OHS legislation and similar requirements?
			Does the policy acknowledge that the employer is ultimately responsible for worker health and safety?
			Is there statement about the ongoing/continual improvement of the health and safety program?
			Is there a statement regarding protecting the health, safety and wellbeing of persons in the workplace?
			Is there a commitment to monitor and continuously improve the health and safety program and its goals?
			Is there a commitment to provide money, time, and other resources to support the health and safety program?
			Is it clearly stated in some way that that anyone who raises health and safety concerns or carries out a legislated right or responsibility will not be punished or receive retaliation in any form.
			Is it clearly stated that in some way that production or getting the work completed quickly will not take priority over getting the work completed in safe manner?
			Is the policy signed by senior leadership and dated within the past three years?