



1867 Ashburnham Drive  
PO Box 4125, Station Main  
Peterborough ON K9J 6Z5  
(705) 748-9300

# CORPORATE POLICY

<b>Name of Policy:</b> HEALTH AND SAFETY		<b>Department Name</b> Human Resources & Safety
<b>Date Established:</b> January 2008	<b>Last Reviewed Date:</b> January 30, 2020	<b>Next Review Date:</b> January 2021

## 1. Purpose and Scope

### a) Purpose

Peterborough Utilities Group (PUG) is committed to protecting the health and safety of our employees, customers, contractors, suppliers and the communities we serve. We believe that all incidents are preventable and through effective risk management we will promote continual improvement in our *Quest for Zero* injuries.

Safety is a core value of PUG and an integral part of our workplace culture. PUG will comply with all legal requirements and will strive to be an industry leader for both the number of injuries and their severity on an annual basis.

### b) Scope

This policy applies to the Peterborough Utilities Group of Companies consisting of City of Peterborough Holdings Inc. ("COPHI"), and its wholly owned subsidiary companies, Peterborough Distribution Inc. ("PDI"), Peterborough Utilities Inc. ("PUI"), Peterborough Utilities Services Inc. ("PUSI"), Peterborough Utilities Commission ("PUC"), and PUG Services Corp (PUGSC).

## 2. Roles & Responsibilities

PUG and IBEW Local 636 are committed to working together to strive to achieve the safest possible working environment in accordance with the following principles:

- Everyone is entitled to a healthy and injury free work environment where health, safety and wellness are accepted as a personal responsibility and where each employee is accountable for ensuring the health and safety of their co-workers, the public and themselves.
- Management staff have the responsibility to make safety an operational priority and are accountable for achieving strong safety performance and results.
- Everyone has a responsibility to identify, anticipate and report potential hazards in accordance with reporting protocols.
- Outside contractors will be held accountable for complying with all relevant Occupational Health and Safety legislation and the PUG Contractor Safety Management Program.



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- Regular evaluation and reporting of health and safety issues and performance will be incorporated into the management system and will include quarterly reviews by the Board of Directors and the Executive Leadership Team as well as the Joint Health and Safety Committee during their regular meetings.
- Promote employee wellness by educating and coaching healthy behaviors and lifestyles.

### 3. **Applicable Legislation / Reference**

Occupational Health & Safety Act (OHSA)

### 4. **Training & Compliance**

The Health & Safety Policy will be communicated and reviewed by all employees on an annual basis. The Policy is also communicated to all new employees during orientation.

### 5. **Appendix / Related Documents / Links**

<http://shockwave.puc.org/HR/docs/safety/default.htm>

Health & Safety Management Plan  
Health & Safety Practices  
Health & Safety Corporate Procedures  
Department Safety Procedures

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Nancy Brown Andison  
Chair  
CoPHI

Handwritten signature of John Stephenson in black ink.

John Stephenson  
President & CEO  
Peterborough Utilities Group

Handwritten signature of Patrick O'Grady in black ink.

Patrick O'Grady  
Unit Chair  
IBEW Local 636, Unit 35