

Working Alone Policy

Category: Operational

Date Established: 11/12/2017

Policy Number:

Date Last Revised:

Related Documents: Working Alone Safety Procedures

Summary

The PAL (55+) Working Alone Policy has been developed as a Safe Work Procedure based on ***W210 of the Manitoba Workplace Safety and Health Act and Regulations (Part 9 – Working Alone or in Isolation)***

Policy

PURPOSE

The policy is intended to reduce the risk regarding the safety of employees and contract workers, as well as members of PAL (55+) who may be working alone.

SCOPE

The Board of Directors, Executive Director, PAL (55+) employees and committee members, contractors and conveners should make themselves aware of the procedures as set out in the Working Alone Policy and Procedures.

DEFINITION

Working alone means the performance of any work function by a worker/volunteer who is the only worker/volunteer at that workplace at any time.

FORWARD

The work environment and activities should present no safety risk to employees, contract workers and members in the workplace. PAL (55+), in consultation with its employees and members, has developed safe work procedures to minimize potential risks.

The Policy shall be discussed with the employee(s) and is posted on the website as information available to all members. The Policy has also been communicated to the landlord. The job description (or contract) of the employee or contract worker always takes precedence over this policy regarding any differences that may occur.

The Policy will be reviewed as necessary by the Governance committee and revised if circumstances change.