



Environmental Health & Safety Management System Policy

http://www.ryerson.ca/cehsm/docs/NT/UEHS_PO_001_EHSMgmtPolicy_2011.pdf

Roles & Responsibilities

Supervising Faculty and Staff

Any faculty or staff member having charge over an area or activity, or with any degree of authority over an individual receiving any form of remuneration, is responsible to their respective Chair, Academic Director or Manager for ensuring that:

- a. the hazards associated with the area or activity have been identified and the necessary risk control and emergency response measures are identified, documented, communicated and implemented; all individuals under their supervision have been informed of the hazards and instructed on the necessary risk control and emergency response measures;
- b. the applicable University and departmental EHS policies, programs, procedures and practices associated with the area and activity under their supervision are communicated and implemented;
- c. workplace inspections, monitoring and accident reporting and investigation are routinely conducted to ensure the integrity of risk control and emergency response measures; and
- d. any observed hazards or lapses in the functioning of an EHS program, and other EHS concerns are responded to promptly.

Principal Investigators

Principal Investigators are responsible to their respective Chair or Academic Director for ensuring that:

- a. risk assessments are performed on all research projects which have actual or potential hazards;
- b. all individuals engaged in activity associated with the research project are informed and instructed on the hazards and related risk control and emergency measures;
- c. any individual assigned to a supervisory role is competent according to guidelines established by the Department of Environmental Health and Safety (EHS) and Security;
- d. the applicable University and departmental EHS policies, programs, procedures and practices associated with the area and activity under their supervision are communicated and implemented;
- e. workplace inspections, monitoring and accident reporting and investigation are routinely conducted to ensure the integrity of risk control and emergency response measures; and
- f. any observed hazards or lapses in the functioning of an EHS program, and other EHS concerns are responded to promptly.

Faculty Members and Instructors

Insofar as a member of the Teaching Faculty or an Instructor is a “worker”, the member shall exercise the rights and duties of a worker within the meaning of the OHS legislation and as further developed in this document.

Where a member of the Teaching Faculty or an Instructor is a “supervisor”, the member shall exercise the rights and duties of a supervisor within the meaning of the OHS legislation and as further developed in this document.

In the circumstance where a member of the Teaching Faculty or an Instructor serves in an administrative role that is identified in this document as having responsibility, authority and accountability for an OHS Program (or part thereof), they shall fulfill the requirements of the EHS Program with a view to fulfilling the intent of the EHS Policy.

Consistent with these obligations and a duty of care for their students, each faculty member and instructor is responsible to their respective Chair or Academic Director for ensuring that:

- a. the curriculum is designed and conducted to ensure that the management of risk to students reflects the policies, procedures and practices established by the University, the Department of Environmental Health and Safety (EHS) and Security, the Faculty and academic department, school or centre;
- b. risk assessments are performed for any activity with inherent EHS risk; and
- c. students are informed of their rights and responsibilities and the hazards associated with the course activity or environment and are instructed on risk and emergency control measures.

Need help? Contact Cate Drum, EHS Officer, X: 7086, E: cdrum@ryerson.ca