



Green  
Wheel  
Cleaners



# Health & Safety Manual

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# Health & Safety

As a part of our **training program**, we want to make sure that you understand certain safety protocols and potential hazards when it comes to working in commercial cleaning. Your **safety is our top priority** at all times. In this manual, we will go over:

1. Different **safety** concerns
2. How to **identify** these concerns
3. How to **prevent** these concerns.

## Our Promise to You

An effective Health and Safety program must demonstrate management and leadership commitment to the program and a willingness to improve the workplace safety culture.



# Health & Safety program

Green Wheel Cleaners is committed to a health and safety program that protects its employees, guests, contractors, the public and property from incidents occurring while on the job. Through this program we will engage workers in safe work practices and in the development of a strong health and safety culture.

We believe that all incidents are preventable, so our goal is ZERO incidents. Active participation at all levels will ensure that our goal can be achieved.



## Purpose

To teach you about general and specific workplace hazards, and how to prevent them.

## Target



- Understand your roles and responsibilities as a worker
- Understand and name different types of hazards
- Understand specific procedures to prevent hazards

# Rights and Responsibilities

When it comes to health and safety, everyone in the workplace has distinct responsibilities. As a worker, you have the rights to having a safe and healthy workplace. This includes understanding hazards, and the right to refuse unsafe work.



# Your Rights

As a worker, you have three key rights:

- The right to know about hazards in the workplace.
- The right to participate in health and safety activities in the workplace.
- The right to refuse unsafe work.<sup>1</sup>

<sup>1</sup>By law, employers are prohibited from penalizing workers for raising a health and safety issue.

[WorksafeBC.com](http://WorksafeBC.com)



# Your Responsibilities

Everyone in the workplace has distinct responsibilities when it comes to health and safety in the workplace. Whether you're an owner, supervisor, or worker, you have a role to play in keeping the workplace safe. As a worker, you should understand your responsibilities.

## Responsibilities

- Be alert to hazards. Report them immediately to your employer or supervisor.
- Follow safe work procedures. Act safely in the workplace at all times.
- Use the required protective equipment while working (gloves, mask, etc.)
- Cooperate with those in the workplace that have health and safety duties.
- Get treatment quickly if an injury occurs on the job - tell the health care provider if the injury is work related.
- Follow treatment advice of health care providers
- Return to work safely after and injury - modify your duties and do not start back up with full, regular responsibilities.