

A Safe Workplace

A Workplace Safety and Health Manual for Your Community

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		Approved By: Harvey Bostrom
Subject:	Program Evaluation and Revision	Effective: April 01, 2005
		Revised: April 1, 2011

The Manitoba Workplace Safety and Health Act and Regulations, section 7.4(5) states "a workplace safety and health program must include a procedure for reviewing and revising the workplace safety and health program at intervals not less than every three years or sooner if circumstances at a workplace change in a way that pose a risk to the safety and health of workers at the workplace."

The *A Safe Work Place - A Workplace Safety and Health Manual for your Community* will be reviewed in conjunction with councils every three years.

It is recognized that situations will arise when the program will require review and revision prior to the three year review period. These situations may include:

- changes in the workplace that may affect health or safety such as the introduction of new technologies or production methods or new hazards identified;
- problems identified through inspections, concerns, audits and investigations; and
- better ways of doing the job are identified.

Review and Revisions to the Program

If a situation arises that requires a change to the program please contact the regional office for assistance.

Tri-annual Evaluation and Review Process

The following will participate in the tri-annual review:

- Community Councils;
- Workplace Safety and Health Representatives from communities; and
- Aboriginal and Northern Affairs Regional Office

The attached checklist will be utilized for the review.

Community Responsibilities

- Council should ensure that the Program Evaluation and Review Checklist is completed when requested.

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Attachments

- Program Evaluation and Revision Checklist