

General Health & Safety

Diversified Staffing Services is a general employer and as an employee of Diversified it is imperative that safety is always the highest priority. Given that Diversified employees may be presented with many different work places please ensure to always observe these general safety points:

- Workers at all levels are responsible and accountable for Diversified Staffing Services health and safety. Active participation by everyone, every day, and in every job, is necessary for health and safety excellence and is the expectation at Diversified Staffing Services for every work site.
- Everyone shall follow safety rules, safe work policies and procedures and cooperate with Diversified Staffing Services in working towards improved safety.
- If you ever feel unsafe immediately stop what you are doing and notify your supervisor.
- Always be aware of your surroundings, taking note of all potential hazards and machinery.
- Immediately report to your supervisor and Diversified Representative any equipment that is unsafe or not functioning properly.
- Do not perform work you are not competent or qualified to perform.
- Always maintain correct posture when lifting or carrying weight. Do not lift any objects over 50lb on your own.
- It is everyone's responsibility to protect the health and safety of themselves and other workers while performing their duties.

Contact Us

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*Health and
Safety is
EVERYONE'S
Responsibility*

www.diversifiedstaffing.com

Health & Safety Program

Diversified Staffing is committed to a strong health and safety program that protects our employees. This commitment is fulfilled by providing a thorough safety orientation, proper training and equipment, training policies, practices and procedures. All employees are required to perform jobs in accordance with these policies. In fulfilling this commitment to protect both people and property, management will provide and maintain a healthy and safe work environment in accordance with industry standards and in compliance with legislative requirements. DSS will strive to eliminate any foreseeable health and/or safety hazards which may result in property damage, incidents or personal injury/illness. All employees have the right to a safe work environment.

If you are in a situation where you are asked to perform duties you do not normally face in your job, or are around dangerous conditions you would not normally work under, *do not* attempt to perform the work. You must make your onsite supervisor aware of any hazard(s) that could affect yourself or other workers. If your concerns are not addressed, immediately call Diversified Staffing Services at (403) 237-5741.

Incidental loss can be controlled through good management in combination with active worker involvement. Safety is the direct responsibility of all managers, supervisors and workers. The ultimate goal of our Safety Program is an injury and incident-free workplace.



Employee Check List

Before starting any assignment every Diversified employee should review the below check list; if the answer to any of these is “no”, the employee will not commence work:

- Do you know the job duties that you are being asked to perform?
- Are you competent and qualified to perform the duties required for this assignment?
- Do you possess the correct certifications and have the valid tickets in your possession? (if required)
- Do you feel safe performing the duties being asked for this assignment?
- Have you received a safety orientation to the worksite?
- Have you completed a worksite hazard assessment prior to commencing the job (supplied to you by Diversified)?
- Are you aware of the specific PPE requirements for the assignment and do you possess the correct PPE?
- Is your PPE in good working condition? (Visual inspections of your PPE must be done daily before starting a job.)
- Based on your current health and wellness do you feel you are able to perform the required duties for this assignment?



When You Are “On Site”

Diversified employees may be placed in assignments of various industries. Employees are required to follow our safety awareness requirements. This is not a comprehensive list and it is every employee's responsibility to protect the health and safety of themselves and other workers while performing their duties.

- Workers must be familiar with the local workplace General Safety Requirements program.
- Workers shall use the safeguards, safety appliances and personal protective equipment while following all safe work practices and procedures for the workplace.
- Ensure you have received an orientation and are aware of the hazards, machinery, first aid stations and muster points for the specific assignment.
- Never operate any machinery or perform any duties you are not qualified, for authorized to or feel uncomfortable performing.
- Never turn your back to any machinery. Never assume machinery is off or unplugged.
- Be aware of all WHMIS and MSDS/SDS labels on site.
- Report any incidents, unsafe acts or unsafe conditions immediately to your supervisor so corrective measures can be implemented.
- Carry out your work in a manner that will not create a hazard to your own health and safety or the health and safety of other workers.
- Comply with legislative requirements while carrying out your assigned duties.