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Andrew Parr
Associate Vice President
Student Housing and Community Services

SHCS departmental safety policy

UBC Student Housing and Community Services (SHCS) is committed to fostering and protecting the health, safety and wellbeing of its workers. SHCS recognizes the right of every worker to a safe and healthy work environment where our employees return home safe and healthy every day.

While all work carries a degree of risk, SHCS works in collaboration and consultation with employees to reduce occupational health and safety (OHS) risks to acceptable levels—with the prevention of serious incidents as the top priority.

Key strategies that SHCS employs to mitigate and/or eliminate critical risks are to identify hazards, put effective safeguards in place and ensure our safety processes function as intended. We continually improve our safety management system, ensuring it is transparent, robust, fulfills our legal obligations and enhances OHS performance.

The successful cultivation of a workplace culture that ensures a healthy and safe work environment, and prioritizes worker safety and wellbeing, depends on the participation and commitment from employees at every level and function of our organization, including leadership.

In accordance with UBC's Safety Policy SC1 (universitycounsel.ubc.ca/policies/health-and-safety-policy), we all share in this responsibility, and we must all work together to eliminate workplace hazards, minimize risks and ensure effective safety performance. Specifically:

- **Employer (UBC and SHCS leadership) responsibilities:** members of the SHCS Senior Leadership Team are accountable for all UBC members involved in UBC activities within their area(s) of responsibility. This accountability includes establishing, implementing and maintaining programs designed to protect the health and safety of employees, such as the provision of information, training, equipment and resources to ensure compliance with applicable regulations and policies.
- **Manager/supervisor responsibilities:** managers and supervisors are accountable for ensuring their employees are aware of workplace hazards and work in a safe manner. They are also responsible for ensuring that employee training and supervision, incident investigation and documentation requirements are fulfilled.
- **Worker responsibilities:** all workers are required to complete tasks in compliance with regulatory and university requirements—and to promptly report any unsafe conditions they observe to their supervisor and/or manager.

SHCS encourages feedback from all employees on how our safety systems can be improved. Please share ideas with your supervisor/manager, Local Safety Team(s), Joint Occupational Health and Safety Committee and/or SHCS Safety Support Team. Learn more at shcs.ubc.ca/safety.

When safety is part of everything we do, we lead and inspire others to do the same.

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The University of British Columbia