

# **EXO'S POLICY REGARDING OCCUPATIONAL HEALTH AND SAFETY**

ADOPTED BY THE BOARD OF DIRECTORS OF THE RÉSEAU DE TRANSPORT  
MÉTROPOLITAIN JULY 5, 2018

<b>TITLE OF THE POLICY:</b>			<b>N°:</b>		
Policy on Occupational Health and Safety					
<b>Date of initial approval by the Board of Directors:</b>	June 6 2018	<b>In effect:</b>		<b>Resolution no.:</b>	18-CA(RTM)-109
<b>Reference:</b>	<i>Act respecting occupational health and safety (CQLR c S -2.1)</i>				
<b>Applies to:</b>	The Réseau de transport métropolitain (hereafter exo) employees, suppliers and visitors.				
<b>Executive summary:</b>	This document covers the policy regarding occupational health and safety in order to support exo's approach to achieving sound occupational health and safety, namely for its employees and suppliers throughout the exo's sites.				
<b>Responsible for issuance and update:</b>	Executive Branch - Operations				
<b>Frequency of revision:</b>	Annual				

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## **BACKGROUND**

Exo is responsible for operating regular bus and train services throughout its territory, including paratransit services for people with disabilities and reduced mobility.

Its mission is to provide efficient and friendly transportation services for people in the metropolitan area, with a focus on service excellence through proactive, innovative and flexible approaches. In order to achieve its goals, exo introduces initiatives that enable it to offer quality transportation that serves the interests of the community.

Exo is committed to the well-being of its employees, and emphasizes occupational health and safety as integral to its operational concerns. This document sets out the guiding principles used by exo to achieve sound occupational health and safety on all of its sites.

## **SCOPE**

This policy applies to every division, and concerns every employee in exo. In addition, it governs the relations between exo and its suppliers, as well as with other parties that have an interest in its activities and projects on its sites, in particular:

- The sites that belong to exo and are operated by it; and
- The sites that belong to exo and are operated by a provider or a third party.

## **POLICY STATEMENT**

Exo recognizes the obligations stemming from occupational health and safety laws and regulations. As well, exo undertakes to be proactive in the continuous improvement of its services to its clients by ensuring the physical integrity of the employees working on its sites.

# LEGAL AND ADMINISTRATIVE FRAMEWORK

The following laws and regulations are the main references for this occupational health and safety policy:

- *Act respecting occupational health and safety* (CQLR c S-2.1);
- *Regulation respecting occupational health and safety* (CQLR c S-2.1, r 13);
- *Safety Code for the construction industry* (CQLR c S-2.1, r 4);
- *Building Act* (CQLR c B-1.1);
- *Construction Code* (CQLR c B-1.1, r 2);
- *Safety Code* (CQLR c B-1.1, r 3);
- *Act to ensure safety in guided land transport* (CQLR c S-3.3);
- *Regulation respecting rail safety* (CQLR c S-3.3., r 2);
- *National Building Code of Canada 2015* (NBC);
- *Canada Labour Code (Part II – Occupational Health and Safety)* (RSC 1985, c L-2); and
- *Canada Occupational Health and Safety Regulations* (SOR/86-304).

## GUIDING PRINCIPLES

Exo's guiding principles on occupational health and safety are as follows:

- endorse permanent programs aimed at promoting occupational health and safety for all employees;
- emphasize the involvement of the Board of Directors and the executive of exo in promoting occupational health and safety in exo;
- develop and implement safe work practices and methods to ensure that accident prevention is seen as a key element in the performance of employees and suppliers;
- reduce the risk of accidents by directly involving employees in the preventive approach, and thereby foster safe performance;
- assess the effectiveness of the occupational health and safety management system by using performance indicators to identify, analyze and correct dangerous situations; and
- ensure continuous monitoring of the application of procedures and methods, and review their effectiveness in risk reduction.

## ROLES AND RESPONSIBILITIES

This policy provides the framework for setting up and implementing an occupational health and safety management system, as well as the performance goals and the initiatives aimed at achieving them.

The main roles and responsibility in implementing this policy are as follows:

**The Executive Branch – Operations** is responsible for documenting, implementing and updating this policy. As well, it must disseminate it to every employee and make it available to every interested party, including suppliers. Finally, it must annually review the policy and identify any necessary modifications.

**The Exo Health and Safety Committee** is formed to ensure the application and implementation of this policy in consideration of the needs expressed by the employees.

**The employees** must review this policy, ensure that they work safely, follow the directives and procedures set in place by exo, and help identify dangers to their health, safety and physical integrity.

## COMING INTO EFFECT

This policy comes into effect on the day it is adopted by the Board of Directors of exo.

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Raymond Bachant  
Executive Director

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Nancy Fréchette  
Executive Director - Operations