



## GAZZOLA PAVING LIMITED Controls Policy Statement

**GAZZOLA PAVING LIMITED** will ensure that all workplace hazards are controlled in a timely manner. Control measures for all hazards will be identified during the daily and on-going hazard assessment process. Controls will consist of all the steps and equipment necessary to protect workers from the exposure to hazards.

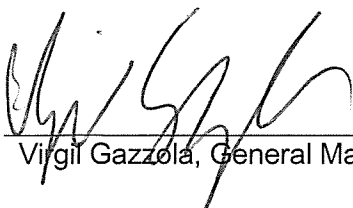
**GAZZOLA PAVING LIMITED** will seek the participation of different company levels in the development and review of Controls. Assigned controls will be documented and approved by Management.

Appropriate control measures shall follow the health and safety system designed to eliminate, minimize or control the exposure to hazards (The Hierarchy of Control).

- i. Elimination
- ii. Substitution
- iii. Engineering controls
- iv. Administrative controls
- v. Personal protective equipment

**GAZZOLA PAVING LIMITED** will ensure that assigned control measures meet or exceed the controls required by the legislative requirements and other applicable requirements such as standards, guidelines and manufacturer's instructions.

**GAZZOLA PAVING LIMITED** will communicate identified control measures with all affected workplace parties and will make sure that the identified control measures are made readily available at the point of use for all workers.

  
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Virgil Gazzola, General Manager

**March 15, 2021**

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Date

## Section 3 – Controls

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### PURPOSE

To ensure that the Health and Safety of all employees is protected by controlling hazards on a timely manner. This can be done by ensuring that all required and recommended controls are identified, implemented and followed on all work locations.

### SCOPE

Identification, development, implementation and follow-up on all control measures required and recommended to control all hazards resulting from the scope of operations.

### RESPONSIBILITIES

Health and Safety Coordinator Responsibilities:

- Identify, with other workplace parties (Workers, Supervisors, etc.) the required control measures for all tasks and hazards resulting from all activities.
- Assist in developing and assigning the necessary controls.
- Arrange for Senior Management to approve and conduct an annual review of the Workplace task standards that include hazard assessments and control measures.
- Comply with all the requirements as defined under the Occupational Health and Safety Act and Regulations.
- Maintain the documentation and records required for corrective actions and control measures.
- Ensure the communication of information to the appropriate parties regarding controls.
- Ensure that Controls are accessible and readily available at the point of use for all workers for all related activities.

Senior Management Responsibilities:

- Ensure Controls are developed and approved for all company activities.
- Ensure the participation of all appropriate competent workplace parties (Workers, Supervisors, Managers, etc.) in the development and the review of all control measures.
- Ensure Controls are developed by competent persons as defined under the Occupational Health & Safety Act.
- Ensure all company employees receive the appropriate training related to Controls.
- Assist in the development of Controls.
- Review and approve the Workplace task standards including hazard assessments and Controls as required and at least annually.
- Comply with all the requirements as defined under the Occupational Health and Safety Act and Regulations.
- Ensure that the measures and procedures prescribed are carried out in the workplace.

Superintendent Responsibilities:

- Communicate with all parties on site and ensure the appropriate control measures are identified on the daily GAZZ Card.
- Assist in developing and assigning the necessary controls.
- Review and ensure the appropriate control measures are followed by all Subcontractors and Workers on site.

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- Provide input during the annual review of Workplace task standards including hazard assessments and control measures.
- Advise a worker of the existence of any potential or actual danger to the health or safety of the worker of which they are aware of.
- Comply with all the requirements as defined under the Occupational Health and Safety Act and Regulations.
- Take every precaution reasonable in the circumstances for the protection of a worker.
- Ensure that Controls are accessible and readily available at the point of use for all workers for all related activities.

### Foreman Responsibilities:

- Assist in developing and assigning the necessary controls.
- Assist the Site Superintendent with the daily GAZZ Card.
- Ensure, where reasonably possible, that every Subcontractor, worker and visitor at the workplace are following the appropriate control measures related to the task and are complying with all applicable legislations, regulations and any other requirements including The Occupational Health and Safety Act and Construction Regulations.
- Works in the manner and with the protective devices, measures and procedures required by the Occupational Health and Safety Act and Regulations.

### Workers Responsibilities:

- Follow the appropriate control measures as directed by the supervisor.
- Assist in developing Workplace task standards including hazard assessments and controls.
- Work in the manner and with the protective devices, measures and procedures required by the Occupational Health and Safety Act and Regulations and this procedure as prescribed.
- Report to the Supervisor all hazards, any violation of the Occupational Health and Safety Act and Regulations or defect in any equipment or protective device.

## PROCEDURE

### Daily Hazard Assessment (GAZZ Card):

It is the responsibility of the site supervisor or foreman to conduct a daily job hazard assessment (GAZZ Card) at the beginning of each workday. The daily GAZZ Card will identify the necessary controls for all tasks being performed for the day, and whether further controls may be needed to perform the work in a safe manner. The daily GAZZ Card will be used to communicate the mentioned identified information with all workers before starting to perform the tasks.

Management and supervisors will ensure that the appropriate control measures identified are readily available at the point of use for all workers.

### Development & Review of Controls:

In addition to the daily GAZZ Cards, The Workplace Task Standards will include Individual hazard assessments for all company's operations and tasks/hazards and will identify the recommended control measures for all tasks.

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- Workplace Task Standards including controls will be developed and reviewed by appropriate competent workplace parties from different levels at the company including managers, workers and supervisors.
- Workplace Task Standards including controls will cover all company tasks/activities and will be approved by Senior Management.
- Workplace Task Standards including controls will consider all applicable legal and other requirements such as standards, guidelines or manufacturer's instructions.

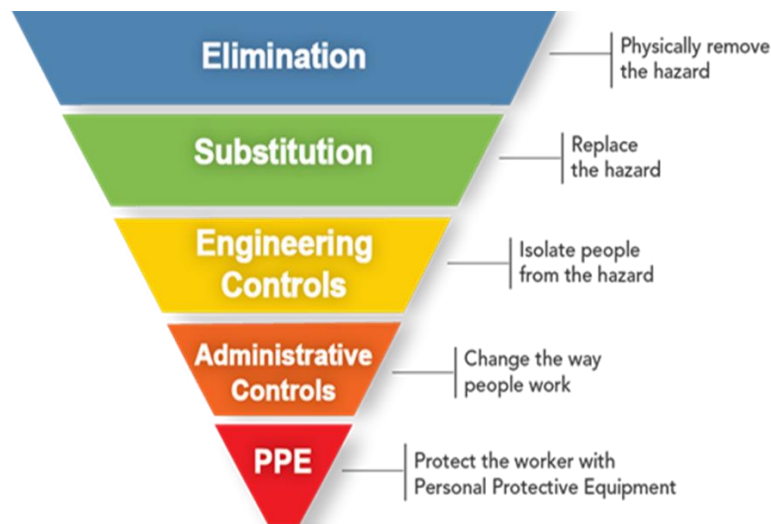
Workplace Task Standards including controls will be reviewed and updated as required at least annually by Senior Management and all appropriate parties involved.

### Health & Safety Controls

Gazzola Paving Limited will ensure that all health and safety hazards are controlled in a timely manner. The controls will follow the Hierarchy of Controls and will consist of all steps necessary to protect workers from exposure to a substance or system, and the procedures required to monitor worker exposure and their health to hazards. Gazzola will document corrective action for any hazard that is identified, so as to ensure that appropriate controls are implemented.

### HIERARCHY OF CONTROL

Hierarchy of Control is a system used to eliminate, minimize or control the exposure to a hazard.



### Elimination

Eliminating, or removing the hazard is the most effective hazard control. An example of eliminating a fall from height safety hazard might be to relocate the equipment, material or process to the ground. This allows the work to be performed on the ground, not at height.

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### Substitution

Substitution is the second most effective hazard control. Substitution involves replacing the source of the hazard with something less hazardous. An example of substitution would be using a lift for material, rather than manually lifting.

### Engineering Controls

Engineered controls is the third most effective means of controlling hazards. Engineered controls isolate people from hazards. Capital costs of engineered controls may be higher than less effective controls in the hierarchy; however, they may reduce future costs. For example, a crew might build a work platform with guardrails rather than purchase, replace, and maintain full body harnesses, lanyards, rope grabs and lifelines. Enclosure and Isolation are engineered controls that create physical barriers between workers and hazards. An example of an enclosure might be a fence around the activity of heavy equipment in a yard. This would keep workers on foot away from the moving equipment and protect workers from being struck by equipment. An example of isolation might be Lock out procedures. Lock out is a procedure where the energy hazard (electrical, mechanical, hydraulic, pneumatic, chemical or thermal) is isolated at a switch or a valve allowing workers to handle equipment and material without inadvertently releasing energy.

### Administrative Controls

Administrative controls change the way people work, or how long they are exposed to the hazard. Administrative controls limit the worker's exposure to the hazard. Examples of administrative controls include procedure changes, employee training, posting signs, and scheduling a night shift to allow a hazardous task to be completed when few people are exposed.

### Personal Protective Equipment (PPE)

PPE is the least effective means of controlling a safety hazard. PPE controls the exposure a worker has to a safety hazard and does not control the hazard. PPE includes fall arrest and travel restraint equipment, hard hat, safety footwear, reflective vests, arm and leg bands, and high visibility clothing.

Management and superintendents will ensure that the appropriate control measures identified are readily available at the point of use for all workers.

### RECORDS

All control measures will be recorded on daily GAZZ Cards and on the Workplace Task Standards (WTS) and records will be kept at the office.

### COMMUNICATION

All control measures will be recorded on daily GAZZ Cards and on the Workplace Task Standards (WTS) will be recorded, maintained and communicated regularly to workforce and all affected parties. This can be in the form of the daily GAZZ Card discussion, toolbox talks, training, Annual Orientations, safety meetings, etc.