



File GBJ

WORKERS WORKING ALONE

The objective of the policy is to minimize the risks that may be associated with work situations for employees who work alone, while also minimizing any disruption to the worker's job responsibilities.

The following requirements are applicable:

1. No hazardous work will be conducted unless personnel are available to assist. e.g. high ladder work, scaffold work or working with hazardous equipment.
2. In situations where work is conducted in isolation, the employee will make contact on a scheduled basis with a designated contact person. Procedures are to be established for follow-up in the event there is failure to communicate as scheduled.
3. Buildings occupied by limited staff during "off" hours are to be secured to prevent unauthorized entry.
4. The Principal/Supervisor shall be responsible for the initiation of the above procedures at each building. (M.R.108/88)