

# REPORT

## Oakville Public Library Board

**Meeting Date: October 27, 2022**

---

**FROM:** Oakville Public Library

**DATE:** October 18, 2022

**SUBJECT:** Occupational Health, Safety and Workplace Violence Policy Report

---

### **RECOMMENDATION:**

That the HR-007 Occupational Health, Safety and Workplace Violence Policy be received for information and comment.

### **KEY FACTS:**

The following are key points for consideration with respect to this report:

- The Oakville Public Library (OPL) Board annually reviews the Occupational Health, Safety and Workplace Violence Policy (Appendix B) and it was last approved in July 2021.
- An updated policy (Appendix A) is being proposed to align with the Town of Oakville's Occupational Health, Safety and Workplace Violence Policy (last modified January 31, 2022).

### **BACKGROUND:**

OPL has an Occupational Health, Safety, and Workplace Violence Policy (Appendix B) that was last reviewed in July 2021. The Occupational Health, Safety, and Workplace Violence Policy is reviewed annually by the OPL Board. The updated policy (Occupational Health, Safety and Workplace Violence - Appendix A) proposes now the inclusion of an additional statement related to following guidelines and directives of all government levels including public health. The proposed addition was added to the Town of Oakville policy earlier in 2022 and its adoption allows OPL to continue to align its policy with the Town of Oakville's Occupational Health, Safety, and Workplace Policy.

### **COMMENT/OPTIONS:**

N/A

**APPENDICES:**

Appendix A – HR-007 Occupational Health, Safety, and Workplace Violence Policy (2022)

Appendix B – HR-007 Occupational Health, Safety, and Workplace Violence Policy (2021)

Prepared by:

Tricia Agnew, Manager, Human Resources

Submitted by:

Tara Wong, Chief Executive Officer