

Health and Safety Orientation Form



Employee Name

Employee Title

Supervisor Name

Supervisor Title

Employee Start Date

Orientation Date

Health and Safety

- Three rights of workers
- General rules
- Hazard assessment and control
- Personal protective equipment
- H&S committee
- Inspections
- Maintenance
- Qualifications and training
- Emergency response
- Incident reporting
- Program administration
- Safe work practices
- Safe operating procedures
- Harassment and violence
- Forms and checklists
- Other:

Key Resources

- Policy manual
- Administrative procedures
- Emergency procedures
- Employee handbook
- OHS Act and Code
- SiteDocs

Emergency Response Resources

- First aid kit locations
- Fire extinguisher locations
- Emergency exits
- Muster point
- Eye wash station
- Other:

Notes / Comments

Job Tasks and Hazards

- Review job description
- Review formal workplace hazard assessment document
- Permitted tools or equipment
- Prohibited tools or equipment
- Hazards of job / tasks
- Hazard controls in place
- Personal Protective Equipment
- Other:

Employee Attestation

I confirm that I understand and will abide by the health and safety orientation provided to me today.

Employee Signature

Supervisor Signature