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| Policy Area: Workplace Safety | Number: |
| Title of Policy: Workstation Safety and Ergonomics | Approved by: Neal Sabourin |
| Effective Date: July 2020 | |

Rationale or Background to policy

CPLF is committed to addressing all concerns related to workstation safety and/or ergonomic concerns.

Policy Statement

Workstation safety and healthy ergonomics contributes to a safe working environment for CPLF staff.

Procedures

- Staff who are supplied a CPLF workstation should contact the CPLF IT Administrator for any workstation safety or ergonomic concerns. The IT Administrator will access the concerns and provide a pending solution to the C.O.O. for approval.
- If the C.O.O. does not provide approval or a solution is not considered then the staff can forward their concerns to the CPLF OH&S committee directly at OHS@cplf.ca.