R. Fryer Forest Products LTD. Monetville, Ontario Policies & Procedures		*Number of Pages:* **1**
		SWO Number: **BAS 18**
		Revised: **January 15th 2007**
Date: **March 10th 2003**	*Originated By:* **Tim Richer**	*Approved By:* **Mark Fryer**

Subject: **ERGONOMIC RISK CONTROL PROGRAM**

OBJECTIVE:
To identify and assess the ergonomic risk factors involved in each job, task or position known to have any sprains or strains concerns. To provide adequate controls to protect the health and safety of the workers.

POLICY
Each job, task or position will first be assessed using a PDA (Physical Demands Analysis. As each PDA is completed the risk factors will be used to determine if any changes are required to the job, task or position, each employee will then be oriented on specific factors to his/her job, position or task. All employees will be provided with orientation on general risk assessment to ensure continued effectiveness of the program.

PROCEDURES:

- The JH&SC will be responsible for the development and implementation of an ergonomic risk control program, as well as performing the assessments as stipulated in the 2003 SWO Action Plan.

- The JH&SC will be responsible for revising any SOP to include the appropriate risk factors as identified in the PDA's as well as controls used, as they are found for each position, job or task.

- The Supervisors/Lead hands will be responsible for ensuring any training and/or orientation be given to each worker to ensure that he/she understands the ergonomic risks of the job, position or task and how to work within any controls which are implemented.

- The Owner/Manger and Supervisors will be responsible for ensuring the equipment, work stations and controls are upgraded or re-designed to incorporate ergonomic controls as they are identified in the PDA's in an as needed basis.

- The JH&SC will be responsible for following up on the effectiveness of newly upgraded or modified equipment or procedures within 2 weeks of their implementation.