



# Small-business owners:

Improve your bottom line by investing in health and safety

**Does this sound like you?** You're a small-business owner. You have fewer than 20 employees. You are concerned about the health and safety of your workers, but you don't know what to do about it. Maybe you don't think you have the money or staff for an effective health and safety management system. Or maybe you think the odds of one of your workers getting hurt on the job are slim, so it's not worth the time and money.

But just because you only have a few employees, it doesn't mean that you can afford to overlook health and safety. In fact, small-business owners must pay even more attention to safety because these businesses have a much higher injury rate than larger companies. A single workplace injury can have a devastating effect on a small business. By preventing injuries and illness, you will not only reduce suffering but will also avoid financial loss.

Think of your investment in health and safety as investments in your workers and in your company's growth potential. Sure, you'll have to set aside some money for equipment and to pay for some extra staff time, but the rewards will be worth it.

If you own a small business, IHSA is here to help you with health and safety. We offer several resources that cater to your unique needs.

## Training

### ***New Small Business Health and Safety Part 1 and Part 2***

These free sessions will give you opportunities to network with other small businesses in your community. Participants will learn

- the benefits of having a health and safety program
- how a workplace injury will affect your business
- your legal responsibilities
- how to conduct a workplace inspection
- how to obtain information and support to keep your workplace safe

If you complete both sessions, you can receive a 5 per cent rebate on your WSIB premiums for 12 months.

## Products

The publications listed below are available as free downloads from our website.

### ***Health and Safety Guide for Owners and Managers (W004)***

This guide describes some of the financial benefits of investing in health and safety. It includes tips for managing health and safety and explains the most important responsibilities of owners and managers.

### ***Owner's Duties: Designated Substances on Construction Projects (W130)***

Project owners are legally required to identify designated substances on a project and provide a list of them to prospective constructors before any contracts are finalized. This guide provides info on preparing the owner's report. It includes a report form, a list of locations where designated substances are commonly found, and links to helpful resources.

## Auditing

### ***Small Business Evaluation***

The Small Business Evaluation involves three steps.

1. The company's documents are reviewed to determine if they meet the proper criteria and have been tailored to meet the company's needs.
2. Employees are interviewed to verify that written standards, policies, procedures, etc. have been adopted and are part of an overall health and safety strategy.
3. A workplace inspection is done to ensure that the work environment meets basic legal requirements.

Using the results of the evaluation, the IHSA representative will write an evaluation report that includes general observations, strengths, areas of opportunity, and an action plan. Your company will also receive a certificate to acknowledge that your evaluation has been successful.

**So just remember that health and safety is good for business. And it's not just about avoiding injuries.**

You may be surprised by how staff morale and productivity increase when workers know that you care about their safety. As an owner, you have the power and, in many cases, the legal responsibility to determine how big a role safety plays in the lives of your employees. If you make it a priority, your workers and supervisors will follow your lead.