

Due Diligence Checklist



BENEFITS

To prove due diligence, employers must take all reasonable steps to protect workers' health and safety and comply with the OHS laws. Due diligence requires an effective OHS program that includes:

- A written OHS program that has been implemented;
- An employer who takes steps to control or eliminate specific hazards;
- Written safe work procedures that are understood and followed by workers; and
- Workers who are provided with adequate instruction, training, supervision and discipline to work safely.

HOW TO USE THE TOOL

Use this checklist to determine if you have sufficient documentation of an effective OHS program in your workplace. Other due diligence factors to consider in this determination include health and safety performance in the workplace, your history of compliance with the OHS laws, the degree of hazard associated with violations, etc. This checklist is only a guideline.