



TSML – TRANSIT POLICE

PSYCHOLOGICAL HEALTH AND SAFETY MANAGEMENT SYSTEM

Effective Date: January 27, 2022

Revised Date:

1. PURPOSE

To set clear expectations for TransLink Security Management Limited (“TSML”) on the provision and maintenance of a workplace that supports and promotes the psychological care and well-being for TSML Employees.

2. POLICY

- 2.1 TSML is committed to promoting and supporting the psychological health and well-being of Employees in the physical or remote workplace as well as encouraging and empowering Employees to take an active partnership and responsibility in their own physical and psychological health.
- 2.2 TSML is committed to adopting and adhering to the requirements within the [Psychological Health Commission of Canada National Standard \(CSA-Z1003-13\)](#) (“the Standard”) and all other legislation, rules, regulations, guidelines and standards that may apply to a policing and law enforcement workplace. Where there is conflict between the BC Provincial Policing Standards (“BCPPS”) and the Standard, the BCPPS will take precedence.
- 2.3 TSML will implement a Psychological Health and Safety commitment and strategies that demonstrate the ability to establish, promote, maintain, and continuously improve the psychological safety within the workplace, managed through a Psychological Health and Safety Management System (“PHSMS”).
- 2.4 These measures are intended to:
 - a. Build and maintain a workplace environment and culture that supports psychological health and well-being;
 - b. Increase Employee knowledge and awareness of psychological health and well-being issues and behaviours;
 - c. Reduce stigma around psychological health/wellness in the workplace; and
 - d. Facilitate Employees’ participation in a range of initiatives that support psychological health and well-being.
- 2.5 This policy does not limit the authority and right of TSML and its Managers/Supervisors to manage Employees in good faith and in accordance with established standards, including WorkSafeBC.

3. DEFINITIONS

Employee – For the application of this policy, includes the TSML Directors and employees (unionized and exempt), students and volunteers of TSML.

Psychological Health Safety Management System (“PHSMS”) – An organizational management system consisting of policies, procedures, and practices put in place to assist organizations in creating a psychologically healthy and safe workplace.

Transit Police – The South Coast British Columbia Transportation Authority Police Service, also known as the Metro Vancouver Transit Police.

TransLink – The South Coast British Columbia Transportation Authority.

TSML – The TransLink Security Management Limited, a subsidiary of TransLink that is the entity for the Transit Police and employs Transit Police Personnel.

4. PROCEDURES

4.1 TSML Responsibilities

4.1.1 TSML will:

- a. Establish, promote, and maintain a PHSMS in accordance with the Standard;
- b. Align the PHSMS with [TSML Policy No. 001 – Director and Employee Code of Conduct](#) and stated values of the Transit Police;
- c. Promote and enhance a workplace consistent with the principles of mutual respect and cooperation;
- d. Develop, implement, and maintain the PHSMS;
- e. Delegate the authority necessary to implement an effective PHSMS; and
- f. Develop, implement and review the PHSMS at planned intervals for the purpose of continuous improvement; and
- g. Ensure that Employees are made aware of this policy.

4.2 Manager/Supervisor Responsibilities

4.2.1 TSML Managers/Supervisors will:

- a. Support and reinforce the implementation of a psychologically safe workplace that is managed through a PHSMS, inclusive of orientations and training/education;
- b. Reinforce, support and contribute to the implementation of Transit Police policies and programs for a psychologically healthy and safe workplace, including adoption of a continual improvement approach;
- c. Engage Employees to make them aware of the importance of psychological health and safety, and the implications of psychological health and safety hazards;
- d. Lead and influence organizational culture in a positive way;
- e. Ensure that psychological health and safety is part of organizational decision-making processes; and

- f. Assist the Executive in managing the implementation and review of the PHSMS.

4.3 Employee Responsibilities

4.3.1 Employees will:

- a. Be encouraged to take reasonable care of their own psychological health and well-being, including physical health;
- b. Adhere to this policy and the [TSML Policy No. 001 – Director and Employee Code of Conduct](#);
- c. Understand this policy and seek clarification from management where required;
- d. Support awareness of this policy; and
- e. Support and contribute to TSML's aim of providing a psychologically healthy and supportive environment for all Employees.

4.4 Oversight

- 4.4.1 Unless otherwise so determined by the Chief Officer, the Deputy Chief Officer Administrative Services will provide day-to-day oversight for the advancement of the PHSMS and implementation of the standard and this policy.
- 4.4.2 Any Employee or Manager/Supervisor complaints or issues with this policy will be brought to the attention of the Deputy Chief Officer Administrative Services.

5. APPLICATION

This policy applies to TSML 'Employees' as defined within this policy. Unionized Employees should also consult their Collective Agreement.

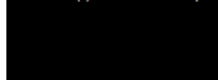
6. REFERENCES

1. [Psychological Health Commission of Canada National Standard \(CSA-Z1003-13\)](#)
2. [Workers Compensation Act, RSBC 2019, c 1](#)
3. [Occupational Health & Safety Regulations, BC Reg. 296/97](#)
4. [BC Provincial Policing Standards](#)
- Examples of policies and procedures that contribute to the PHSMS (but not limited to):
5. [TSML Policy No. 001 – Director and Employee Code of Conduct](#)
6. [TSML Policy No. 007 – Recognition of Service](#)
7. [TSML Policy No. 016 – Employee Privacy](#)
8. [TSML Policy No. 020 – Privacy Breach and Complaint Reporting](#)
9. [TSML Policy No. 021 – Sick Day Benefits – Unionized Employees](#)
10. [TSML Policy No. 022 – Short Term Disability](#)
11. [TSML Policy No. 023 – Accommodation](#)
12. [TSML Policy No. 026 – Drug and Alcohol](#)
13. [TSML Policy No. 027 – Remote Work Arrangements](#)
14. [TSML Policy No. 028 – COVID-19 Safety and Vaccinations](#)
15. [Transit Police Policy AB080 – Health and Wellness](#)
16. [Transit Police Policy AB100 – Respectful Workplace](#)

17. [Transit Police Policy AB130 – Training](#)
18. [Transit Police Policy AB190 – Employee Assistance Program](#)
19. [Transit Police Policy AB220 – Critical Incident Stress Management](#)
20. [Transit Police Policy AB230 – Fitness for Duty](#)
21. [Transit Police Policy AC010 – Recognitions and Commendations](#)
22. [Transit Police Policy AC100 – Relinquishment of Issue Equipment](#)
23. [Transit Police Policy AF170 – Digital Video Surveillance and Recording Systems in Police Buildings](#)
24. [Transit Police Policy AG090 – Police Vehicles](#)
25. [Transit Police Policy AG130 – Sleeping/Quiet Room](#)
26. [Transit Police Policy OG030 – Pandemic Planning](#)
27. [Transit Police Policy OG040 – Communicable Diseases](#)
28. [Transit Police Policy OG050 – Opioid Overdose and Use of Naloxone](#)
29. [Transit Police Policy OG010 – Personal Protective Equipment](#)
30. [Transit Police Policy OH020 – Use of Force](#)
31. [Transit Police SOP06 – Officer Needs Assistance](#)
32. [Transit Police SOP44 – Police Vehicle Tracking](#)
33. [Transit Police SOP53 – Injuries in the Workplace and Injury Reporting/Monitoring Charts](#)
34. [Transit Police SOP55 – Notification of Sensitive Matters](#)
35. [Transit Police SOP66 – Bed Bugs and Insect Contamination](#)
36. [Transit Police SOP72 – Working in Isolation](#)
37. [Transit Police SOP77 – Threat Response - Sapperton](#)
38. [Transit Police SOP91 – Concussion Protocol](#)

This policy has been issued by TransLink Security Management Limited Directors:

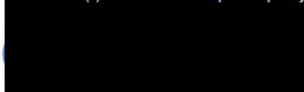
FIPPA Sec. 22(1) Disclosure harmful to personal privacy



Signature of Gigi Chen-Kuo - Director

Date: January 27, 2022

FIPPA Sec. 22(1) Disclosure harmful to personal privacy



Signature of Annabelle Donovan - Director

Date: January 27, 2022