



# Supervisor Health and Safety Training

- All supervisors – these are vice-presidents, managers, directors and principal investigators - working at the Heart Institute are required to complete the health and safety training module entitled **Supervisor Health and Safety Training**
- This module will give supervisors a basic understanding of health and safety legislation and their role and responsibilities in regard to the health and safety of the workers they will be supervising



## Learning Objectives

### **This training module will cover the following:**

- The Occupational Health and Safety Act and the rights and responsibilities of supervisors
- Due Diligence and supervisor's required actions
- Health and Safety Criminal Liability



## Why is the Supervisor so Important?

- The supervisor is a crucial part of the Internal responsibility System (more about the IRS later)
- Supervisors are firstly workers themselves and have the same rights and responsibilities as workers
- On the front line the supervisor takes care of employee health and safety on the job – coaching, training, advising, planning the job, overseeing behavior, ensuring compliance etc...



## The Ontario Framework ....

- Health and Safety in Ontario workplaces (such as the Heart Institute) is governed by the Occupational Health and Safety Act
- The Act defines all the workplace parties and the roles and responsibilities of each
- The underlying principle of the Occupational Health and safety Act is called the Internal Responsibility System (IRS):
  1. The IRS is an employer/employee partnership where every person in the workplace has a direct responsibility for health and safety as it pertains to his or her job and has a role to play in keeping the workplace safe and healthy
  2. The premise of IRS is that workplace parties are in the best position to identify hazards and develop appropriate solutions for those hazards – workers identify and report hazards to the employer or supervisor / the employer or supervisor (on behalf of the employer) in turn addresses those reports and corrects the problem.



## Workplace Parties

### Definitions in the Act:

- Employer – A person or entity who employs one or more persons or contracts for services. The employer is typically represented by senior management
- Supervisor** – The person who has charge over the workplace or authority over a worker
- Worker – performs work or supplies services for monetary compensation OR a person who performs work or supplies services for no monetary compensation under a program approved by a college, university etc ... **students are workers according to the Occupational Health and Safety Act**
- AND by this definition supervisors are workers as well



## Duties and Responsibilities

- Health and Safety duties and responsibilities start with the Board of Directors and Senior Management – Section 32 of the Act
- They are required to Take all reasonable care to ensure that the Institute complies with:
  - the Act and the regulations
  - Orders and requirements of the Ministry of Labour Director and/or the Minister of Labour



## Duties of Employers

The employer is responsible to ensure the IRS is established in the workplace. It does so by carrying out the duties listed in Sections 25 and 26 of the Act:

- Provide equipment, materials, protective devices as prescribed and ensure they are used as prescribed
- Provide information, instruction and supervision
- Appoint competent persons as supervisors
- Acquaint workers with workplace hazards
- Assist and cooperate with the joint health and safety committee
- Carry out prescribed training
- Post the Act, regulations and a written health and safety policy (employers must develop a program to implement the OHS policy)
- Take every precaution reasonable to protect workers



## Competent Supervisor

The Act requires the employer to appoint competent persons as supervisors. A competent person is defined as someone who is:

- Qualified to do the job because of their education and experience
- Knowledgeable of the health and safety legislation (the Act and pertinent regulations) that applies to the job
- Knowledgeable of the hazards of the job - actual and potential





## Duties of Supervisors

Section 27 of the Act lists the duties of supervisors .....

- Ensure the worker works in compliance with the Act, regulations, policies etc ...
  - Ensure workers use protective devices as prescribed
  - Acquaint workers with workplace hazards – actual or potential
  - Plan the work / Provide written instructions
  - Take every precaution reasonable in the circumstances to protect the health and safety of workers



## Duties of Workers

Section 28 of the Act defines worker responsibilities .....

- Work in compliance with the Act and regulations
- Use the protective devices and equipment that are provided by the employer
- Report any hazards or contraventions of the Act or regulations to the supervisor
- Report any situation that may endanger the worker or another worker
- Do not engage in any type of dangerous behavior in the workplace



## Worker Rights

The Act gives workers 3 rights:

1. Right to know – about any hazardous situation in the worker's workplace and to get the information and training required to protect their health and safety from that hazard
2. Right to refuse – work the worker believes to be unsafe to themselves or anyone else in the workplace
3. Right to participate – in making their workplace a safe and healthy place to work

In Addition ....

Under certain circumstances certified members of the joint health and safety committee have the right to stop work (more on this later)



## Joint Health and Safety Committees (JHSC)

- The Act requires that a JHSC be established in any workplace where there are 20 or more workers regularly employed – as in the case of the Heart Institute
- No less than half the membership must be made up of non-managerial workers
- Members names are to be posted in the workplace
- Members are entitled to one hour preparation time for meetings
- Members are entitled to be paid at regular or premium rate
- At least one worker member and one management member must attend certification training





## Duties and Functions of the JOHSC

The main role of the JHSC is to identify sources of danger or hazards to workers and make recommendations to management about how to correct or control the hazards. The Committee achieves its goal by doing the following:

- Hold regular meetings – 6 times per year in the Heart Institute
- Inspect part of the workplace each month
- Investigate serious or critical workplace accidents
- Investigate work refusals
- Accompany the Ministry of Labour inspector on inspections
- Attend the beginning of industrial hygiene sampling
- Recommend and review health and safety training



## Certified JOHSC Members

- At least 1 worker member and 1 management member on the JOHSC must be certified
- In order to be certified the member must complete 2 parts of mandatory training authorized by the Ministry of Labour's Chief Prevention Officer
  - Part One or Basic Certification provides overall knowledge of health and safety and applies to all workplaces
  - Part Two or Workplace-Specific Hazard Training focuses on the hazards that are relevant to the particular workplace
- Certified members have a legislated duty to investigate Dangerous Circumstances. These are:
  - A provision of the Act or a regulation is being contravened and
  - The contravention poses a danger or hazard and
  - Any delay in controlling the hazard will result in serious harm to a worker
- Certified members may carry out a work stoppage if both certified members agree that this action is necessary



## Supervisor Responsibilities regarding JOHSC's...

- If one of your staff is a member of the JOHSC ... be aware of their rights under the Occupational health and Safety Act:
  - Entitlement to time: allow the person time to carry out their duties such as attending meetings, carrying out investigations and performing workplace inspections. Members are also allowed one hour to prepare for meetings.
  - Entitlement to be paid: committee members are deemed to be at work when carrying out their responsibilities and are entitled to be paid at their regular or premium rate of pay
- Workplace inspections of your area – follow up and correct any items identified in JOHSC inspections of your area within 21 days



## The Regulations

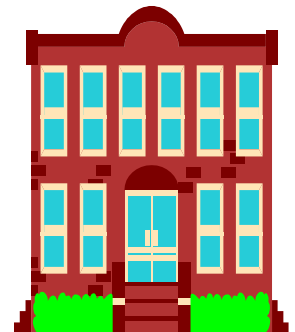
- The OHS Act sets out general duties for workplace parties and applies to all workplaces. The Regulations set out the specific details that a particular workplace sector must adhere to
- Regulations specify or *prescribe* the manner in which the law operates
- They are the law and therefore are enforceable
- They must not exceed the authority of the parent Act
- There are many regulations that apply to the Heart Institute such as:
  - Health Care and Residential Facilities – applies to Clinical Services
  - Industrial Establishments – applies to the research centre
  - WHMIS etc





## Health Care and Residential Facilities

- These are 117 regulations that apply to hospital environments – the Heart Institute is expected to comply with these
- They cover such issues as:
  - Housekeeping and waste
  - Antineoplastic drugs
  - Anaesthetic gases
  - Hygiene facilities
  - Compressed gases
  - Working surfaces .....





## Industrial Establishments

139 regulations that apply to industrial workplaces .... A university is considered an industrial establishment – again the Heart Institute would be expected to comply

- These regulations cover issues such as:
  - The premises
  - Material handling
  - Protective equipment
  - Confined spaces
  - Industrial Hygiene
  - Sound level .....



## Critical Injury Regulation

The Ministry of Labour defines a Critical Injury as an injury that:

- Places life in jeopardy
- Produces unconsciousness
- Results in a substantial loss in blood
- Involves a fracture of a leg or arm but not a finger or toe
- Involves the amputation of a leg, arm, hand or foot but not a finger or toe
- Consists of burns to a major portion of the body
- Causes the loss of sight in an eye

All critical injuries must be reported immediately to the Ministry of Labour  
– The Heart Institute process is covered in the Accident Investigation  
Policy 4-80





# Workplace Hazardous Materials Information System (WHMIS)

WHMIS is Canada's national standard that prescribes how we manage the hazardous materials that are in the workplace:

–It is an information delivery system for hazardous workplace products consisting of the following elements:

- Product classification
- Labels – supplier and workplace
- Safety Data Sheets (SDS)
- Worker education





## Supervisor Duties under WHMIS

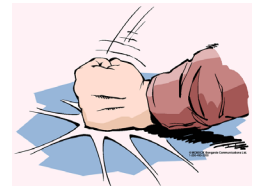
- Identify all hazardous products in your department/unit/laboratory
- Obtain and make available or post in a conspicuous location, all applicable SDSs
- Ensure all the staff you supervise attend WHMIS awareness training
- Provide job specific training to workers
- Ensure workplace labels are applied where applicable





## Ministry Of Labour

- The role of the Ontario Ministry of Labour (MOL) is to set, communicate and enforce Ontario's health and safety laws. It promotes the internal responsibility system (IRS) whereby all parties in the workplace work together to identify and resolve health and safety issues.
- MOL involvement in the workplace could be one of two types:
  - Proactive visits to protect workers rights, raise awareness of hazards and increase employers' awareness of their responsibilities
  - Reactive visits when the IRS appears to have broken down such as a serious workplace accident or a worker's refusal to work
- MOL inspectors can enter the workplace at any time without a warrant
- They have broad powers to inspect, investigate, conduct interviews, review documents, seize equipment, stop work, conduct tests .....
- All workplace parties are required to cooperate fully with the inspector
- The inspector must be accompanied by a worker member of the joint health and safety committee on their visit – if the employer has not already arranged this the MOL inspector will request .....





## Orders of the MOL

- MOL Inspectors have the power to issue orders if they find a contravention
- Orders are generally issued to the employer but may also be issued to supervisors or workers
- Types of Orders:
  - Order to comply
    - In this case the inspector is expecting a specific corrective action
    - Orders to comply usually have a compliance deadline
  - Stop work order
    - If the inspector finds there is an imminent hazard a stop work order may be issued
    - Stays in place until lifted by the MOL inspector
  - Order requiring workplace testing
    - Inspector has the power to order tests such as structural tests or industrial hygiene tests





## Offences and Penalties

- All workplace parties can be charged under the Health and Safety Act for infractions
- For individuals such as a supervisor or worker the penalty could be up to \$25,000 and / or 1 year imprisonment
- For corporations the penalty could be up to \$500,000







## When May Prosecutions under the Health and Safety Act Occur?

- Fatalities or critical injuries or high risk of these occurring
- Conscious or gross disregard of the Act or Regulations
- Contravention of a Designated Substance Regulation or no compliance plan
- Failure to comply with orders
- A history of similar orders
- Person endangering their own health and safety or the health and safety of others
- Contravention of minimum age work requirements
- Failure to advise workers of hazards or to take reasonable precautions to protect the worker
- Obstruction of a MOL inspector while that person is exercising their powers
- Failure to report a critical injury or fatality and submit required reports to MOL



## Due Diligence

- Under health and safety law if you are charged you are guilty until proved innocent
- As a supervisor, how can you protect yourself from prosecution or if you are charged under the Act what would be your defense?
  - The Occupational Health and Safety Act permits persons charged under the Act to avoid fines or convictions if they can prove they acted in a careful and reasonable manner in the circumstances – ie they acted with due diligence





## Due Diligence

In regard to due diligence supervisors need to understand the following:

- What is it
- Who needs to be concerned about it and why
- How is Due Diligence established in the workplace



## What is due diligence?

- Taking every reasonable PREcaution in the circumstances to protect the health and safety of the worker
- The key words in the definition are **reasonable** and **precaution**



# What is Reasonable.....

In terms of health and safety reasonable is not:

- Just regulatory compliance
- Always common practice
- Always common knowledge
- Always common sense

Reasonable is:

- Identifying all foreseeable risks, evaluating and controlling them
- Going beyond regulatory compliance
- Compliance with standards and best practices of the industry



## PREcaution means ....

Taking action or implementing controls before  
an accident occurs



## Who and Why .... About Due Diligence

**Who needs to be concerned?** .... Those named in the Act as having to take care or reasonable precaution:

- The employer – the Heart Institute
- Officers and directors – Senior management and the Board
- Supervisors – Principal Investigators, directors and managers

**Why should they be concerned?**

- Taking care of workers health and safety is the right and moral thing to do
- Can avoid prosecution by preventing injuries and illness
- Can seek acquittal for a prosecution if due diligence can be demonstrated



## Key Elements of Due Diligence

General measures that the employer must establish and supervisors implement that will demonstrate due diligence include:

- Creating and maintaining a Health and Safety Policy and Program
- Setting up a program to carry out hazard identification, assessment and control
- Investigating accidents and implementing corrective action
- Regular health and safety communication with workers
- Providing health and safety training and education
- Enforcement of policies and standards
- Following through with discipline for non-compliance
- Documentation of all actions related to health and safety
- Allocating adequate human resources and time to the program





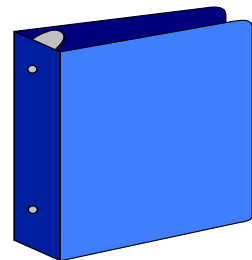
## How Due Diligence Programs work

- The employer establishes the program by defining the elements and preparing the policies
- The supervisor is responsible to implement and enforce the program in the area he or she supervises
- The key components of the Heart Institute Program are discussed in the subsequent slides ....



## Health and Safety Policy and Program

- The Heart Institute has a governing Health and Safety Policy as well as a policy that covers each element of its Health and Safety Program
- There are currently 23 policies that are posted on Hearthub. The policies outline responsibilities of the supervisor
- Some policies are common to all supervisors, some are pertinent only to the laboratory setting
- Supervisors are encouraged to familiarize themselves with the contents of all the policies – the following slides will review the content of some of the policies focusing on the supervisor's responsibilities





# Occupational Health and Safety Policy 4-10

This is the Institute's governing policy that establishes our Health and Safety Program and all other policies that follow:

**The UOHI is / will:**

- committed to providing a safe and healthy workplace
- Maintain equipment and the premises in a safe manner
- Focus on injury prevention but investigate accidents that occur
- Comply with all relevant health and safety legislation, standards etc
- Provide training to employees
- Prepare policies and standards in a comprehensive H&S Program
- Perform regular workplace inspections
- Cooperate with the joint health and safety committee
- Take every precaution reasonable to protect workers



# Personal Protective Equipment and Apparel in Research Laboratories - Policy 4-20

- Supervisors will determine what types of personal protective equipment (PPE) are required to address the hazards in the area they supervise, provide that equipment and ensure they are used correctly
- Supervisors must ensure that the PPE is worn by workers and students





# Workplace Inspections – Policy 4-30

- A key component of hazard and risk identification is the performance of workplace inspections
- Two types of workplace inspections to be carried out:
  - Legislated inspections by the Joint Health and Safety Committee – they are required to inspect part of the workplace each month so that the whole workplace is inspected in the year
    - The supervisor of the area inspected must take action to correct the hazards that have been identified in their area
  - Routine inspections by the supervisor – clinical manager or principal investigator who determines the frequency





# The Right to Refuse Unsafe Work Policy 4-70

- Workers have a right to refuse to work if the worker has reason to believe the work to be performed, or the machinery or equipment to be used or a condition of the workplace is likely to endanger the worker or another worker
- Supervisors are obligated to investigate any work refusal that is reported to them by a worker they supervise
- Supervisors may request assistance from the Occupational Health, Safety and Biosafety office to carry out the investigation
- Workers in a clinical setting have a limited right to refuse – they cannot refuse to work if their work refusal puts a patient at risk of injury or illness



## Accident Investigations - Policy #4-80

- All accidents that result in personal injury or illness must be investigated by the supervisor in order to:
  - Identify underlying causes
  - Take corrective action
  - Monitor effectiveness (of corrective action)
- Accident investigations are not a fault-finding exercise to apportion blame
- Supervisors must ensure injured workers receive appropriate medical attention – a claim must be filed with the Workplace Safety and Insurance Board when a workplace related injury or illness occurs
- Supervisors may request assistance from Occupational Health, Safety and Biosafety (OHSB) with their investigation
- An accident investigation report must be submitted to the appropriate health and safety office – For Clinical Services that would be the Ottawa Hospital Health and Safety, For OHIRC that would be OHSB
- If a critical injury has occurred the Ministry of Labour must be advised immediately





## Critical Injuries

- A critical injury (CI) is an injury of a very serious nature such as broken limbs, burns, a significant loss of blood, or a death
- Critical Injuries must be reported immediately to the Ministry of Labour (MOL) ... therefore it is very important that the supervisor of the area where the CI occurred report the event to the OHSB office as soon as possible ... for a CI that occurs after hours the event must be reported to the Nursing Coordinator by contacting the Communication Centre at 14708
- The supervisor must ensure the accident scene is preserved until the MOL has had an opportunity to investigate the circumstances





## Children in the Workplace - Policy 4-90

- Children under the age of 16 are not authorized to enter or work in research laboratories
- Individuals aged 16 and 17 may work provided certain conditions are met:
  - A notification of intent to have underage personnel in the Institute is completed and filed with Occupational Health Safety and Biosafety
  - children will not manipulate human blood, acutely toxic materials and radioactive materials
  - A signed letter of consent from a parent or guardian is provided to Human Resources before they start work
  - All individuals must receive appropriate training in Occupational Health and Safety, Emergency Preparedness and WHMIS at a minimum, as well as, other training identified by the supervisor such as Laboratory Safety and Biosafety; Individuals under the age of seventeen are not permitted to handle or work with radioactive materials;
  - The work performed shall be carried out during the regular business hours of the Institute, Mondays to Fridays between 8.00 am and 5.00 pm;
  - The individual is supervised at all times or works in an area where another worker is present at all times.



# Health and Safety Enforcement and Discipline

## Policy 4-100

- Workers have a statutory responsibility to comply with health and safety legislation and the employer's policies and health and safety program
- Willful breaches of the above will not be condoned
- The supervisor must investigate non-compliance with the Health and Safety Act or to internal health and safety policies
- If the non-compliance is caused by a lack of knowledge then the supervisor must ensure training and education is provided
- If the non-compliance is willful then the principles of progressive discipline shall be applied – verbal warning, written warning, suspension or dismissal



# Workplace Violence Prevention and Harassment

- Workplace violence and harassment are health and safety hazards and must be addressed in the same manner as any other workplace hazards:
  - Recognize the hazard
  - Assess the hazard
  - Control the hazard
- The employer must prepare and post a written policy. The policy must be reviewed annually in consultation with the joint health and safety committee



# Workplace Violence Prevention Program

## Policy # 4-200

The Institute's workplace violence prevention policy states the following:

- ... committed to providing all persons working on the premises with a safe and healthy work environment in which all workers are treated with dignity and respect and in which they are able to work in an environment free from violence
- ... will not tolerate acts of violence against its workers while at work or in the process of carrying out work on behalf of the Institute
- ... will investigate violent incidents that occur at work or while worker is carrying out work on behalf of the Institute
- ... will provide support for victims of workplace violence





# The OHIRC Workplace Violence Prevention Program ...

## Investigation:

- All reports of workplace violence will be investigated by the worker's supervisor or other appropriate person – to identify causes and corrective and supportive action
- Supervisors may request assistance during the investigation from the Occupational Health, Safety and Biosafety Office (OHSB) and / or the Joint Health and Safety Committee
- If the incident results in a critical injury it must be reported immediately to OHSB
- Any corrective or preventive actions that have been implemented following the investigation must be monitored to ensure it continues to be effective



## Specific Circumstance - Working Alone ....

Where possible working alone at nights or on weekends is discouraged. In situations where a person is required to work alone outside of normal working hours the supervisor must consider and advise the worker:

- Is a buddy system required?
- Always carry / wear your UOHI ID badge
- Contact Protective Services at 14888 on arrival and let them know you are alone in the lab / unit
- Contact Protective Services again when leaving
- PI's and supervisors are required to check in, at regular intervals, with the worker



## Domestic Violence

- If a supervisor becomes aware that a staff member is at risk of domestic violence which may affect the workplace, putting staff members and others at risk of physical injury in the workplace, then prompt consultation with OHSB, Protective Services and others as appropriate must take place so that every precaution reasonable in the circumstances are taken to protect staff from harm in the workplace.



## Harassment in the Workplace

Workplace Harassment is defined in OHSA as:

- engaging in a course of vexatious comment or conduct against a worker in a workplace that is known or ought reasonably to be known to be unwelcome
- Workplace harassment includes sexual harassment that occurs in the workplace

Workplace Sexual Harassment means:

- a) engaging in a course of vexatious comment or conduct against a worker in a workplace because of sex, sexual orientation, gender identity or gender expression, where the course of comment or conduct is known or ought reasonably to be known to be unwelcome, or
- b) making a sexual solicitation or advance where the person making the solicitation or advance is in a position to confer, grant or deny a benefit or advancement to the worker and the person knows or ought reasonably to know that the solicitation or advance is unwelcome





## Workplace Harassment is not ...

- Reasonable action taken by the employer, manager or supervisor relating to the management and direction of workers such as counseling, performance assessment and/or the implementation of disciplinary actions is not workplace harassment



# Harassment in the Workplace

## Policy # 1-240

The Institute's Harassment policy states:

- The Institute is committed to providing a work environment that fosters respect and dignity of all individuals
- Any and all types of harassment will not be tolerated
- Employees are encouraged to report all incidents of personal and sexual harassment experienced as a result of their work
- The Institute will ensure all reports of workplace harassment are investigated to identify the facts and come to a resolution
- Acts of retaliation against anyone making a report of harassment or assisting in the investigation of a complaint will constitute an act of harassment itself



## The Workplace Harassment Program...The Investigation:

- If requested by either the person making the complaint or the subject of the complaint or if deemed appropriate by the employer, third party mediation of the complaint may be carried out
- The supervisor to whom the complaint is made, or the appropriate Human Resources Officer / Health & Safety Officer will investigate the matter, verify the facts and try to resolve the complaint informally at this stage
- Failing a satisfactory resolution, the VP Finance and Administration will consider the report and the comments of the parties, if any, and will render a decision in writing
- Throughout the process confidentiality of personal information will be maintained
- The worker making the complaint and the alleged harasser will be informed in writing of the results of the investigation and any action to be taken



# Health and Safety Education

## Policy # 4-300

Training is the cornerstone of an effective and legally compliant health and safety program

The Institute will:

- provide training that is prescribed in health and safety legislation
- identify and provide other required training programs

Supervisors must:

- ensure workers they supervise are aware of hazards and relevant safe work policies and procedures
- ensure workers they supervise attend training – health and safety training is mandatory
- Themselves ... attend any health and safety training deemed appropriate for supervisors to ensure they understand their health and safety obligations





# Health and Safety Communication Policy # 4-400

Supervisors will :

- include health and safety on the agenda of staff meetings to encourage discussion of matters related to health and safety;
- promptly investigate all health and safety concerns that are raised either in group meetings or by individual employees in their department;
- advise the employee(s) who reported the health and safety concern of the findings of the investigation and the action taken to resolve the issue;
- ensure other communication methods are used to provide information and reach staff members who work shifts outside of regular hours.



# Hazard Identification / Assessment and Control

## Policy 4-500 - Job Safety Analysis

- Identify hazards before an accident occurs (foreseeable risks)
- Assess the risks
- Implement appropriate controls - Preventive or protective measures, Safe work practices, Training and education
- Evaluate the controls - to ensure effectiveness and also that no new hazards have been created

Remember **RACE**:

**R**ecognize the Hazard

**A**ssess the hazard

**C**ontrol the hazard

**E**valuate the controls





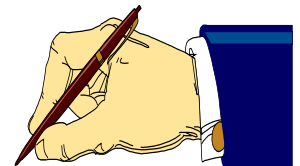
## Common Hazards

- Based on a review of accident statistics the most common hazards in the UOHI are :
  - Musculoskeletal disorders
  - Sharps injuries
  - Exposure to hazardous substances or situations



## Documentation

- Documentation will demonstrate in a court the continuing existence of the Health and Safety Program – if an incident occurs in your lab or unit documentation of your activities related to health and safety will help to prove due diligence
- Supervisors should keep records of all their ongoing activities that contribute to their due diligence such as:
  - Training / re-training
  - Equipment maintenance
  - Inspections / checklists
  - Investigations – accidents and work refusals
  - Disciplinary actions
  - Hazard communication, lab meetings / in-services..... etc







## Human Resources Practices

In a prosecution courts will also look at an organization's human resources practices such as:

- Do job descriptions contain requirements for health and safety compliance
- Are only competent persons (remember the definition?) put into supervisory positions
- Is there a written disciplinary policy
- Are staff trained on policies and relevant health and safety procedures



## Health and Safety Criminal Liability

One can now be charged under the Criminal Code of Canada for health and safety infractions. In 2004 Canada's Criminal Code was amended to include a new offence of criminal negligence as follows:

“The organization or individual does something (commission) or omits to do something (omission) that is its/ his / her legal duty to do and shows wanton and reckless disregard (intent) for the lives or safety of others”



## OHS Legal Duty

### **Section 217.1(Criminal Code)**

Everyone who undertakes, or has the authority, to direct how another person does work or performs a task, is under a legal duty to take reasonable steps to prevent bodily harm to that person, or any other person, arising from that work or task.

#### What is implied by the changes to the Criminal Code?

- Increased Occupational Health and Safety risk to employers and supervisors for non-compliance
- You cannot purchase insurance for infractions under the Criminal Code / the employer will not indemnify supervisors for infractions under the Criminal Code
- Stresses the importance of OHS compliance



## What is OHS Compliance?

### **For Supervisors this is:**

- Know your duties as a supervisor
- Know the hazards in your workplace
- Deal with the hazards
- Address worker concerns in a timely manner
- Be a role model for health and safety
  - Send the right message to the people you supervise
  - Follow safe work procedures
  - Wear the required personal protective equipment
  - Know your legal obligations and act on them



## You are not alone ....

- Supervisors at the Heart Institute may access the resources of the Occupational Health, Safety and Biosafety (OHSB) office for assistance in carrying out the health and safety duties such as hazard identification and control, investigating accidents, workplace inspections etc ...
- Externally they may liaise with the Ministry of Labour and the Workplace Safety and Insurance Board and organizations such as the Workers Health and Safety Centre and the Occupational Health Clinics for Ontario Workers.
- The Ontario Labour Relations Board can be accessed if there are any concerns about the employer taking action against employees for reporting health and safety concerns.



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