

July 2014

# Health and Safety Training



University of Ontario Institute of Technology

## HEALTH AND SAFETY BULLETIN

### Health & Safety at Work Prevention Starts Here

Ontario's Occupational Health and Safety Act gives workers rights. It sets out roles for employers, supervisors and workers so they can work together to make workplaces safer.

**Workers have the right to:**

- Know about workplace hazards and what to do about them.
- Participate in solving workplace health and safety problems.
- Refuse work they believe is unsafe.

**Workers must:**

- Follow the law and workplace health and safety policies and procedures.
- Wear and use the protective equipment required by their employer.
- Work and act in a way that won't hurt themselves or anyone else.
- Report any hazards or injuries to their supervisor.

Employers must NOT take action against workers for following the law and raising health and safety concerns.

**Employers must:**

- Make sure workers know about hazards and dangers by providing information, instruction and supervision on how to work safely.
- Make sure supervisors know what is required to protect workers' health and safety on the job.
- Create workplace health and safety policies and procedures.
- Make sure everyone follows the law and the workplace health and safety policies and procedures.
- Make sure workers wear and use the right protective equipment.
- Do everything reasonable in the circumstances to protect workers from being hurt or getting a work-related illness.

**Supervisors must:**

- Tell workers about hazards and dangers, and respond to their concerns.
- Show workers how to work safely, and make sure they follow the law and workplace health and safety policies and procedures.
- Make sure workers wear and use the right protective equipment.
- Do everything reasonable in the circumstances to protect workers from being hurt or getting a work-related illness.

Call the Ministry of Labour at 1-877-202-0008  
Report occupational injuries, fatalities, work refusals anytime.  
Workplace health and safety information, weekdays 8:30am - 5:00pm.  
Emergency? Always call 911 immediately.

Find out more: [ontario.ca/healthandsafetywork](http://ontario.ca/healthandsafetywork)




### Top Compliant Departments and Facilities:

- Top Department:**  
100% All staff
- Advancement
  - Office of Campus Infrastructure and Sustainability (OCIS)
- 100% Full time staff
- Automotive Centre of Excellence (ACE)
  - Information Technology Services (ITS)

- Top Faculty:** FESNS
- 89% Full time staff

- UOIT's Top 10:**
- Advancement
  - ACE
  - C & M
  - FESNS
  - Faculty of Science
  - ITS
  - Library
  - Office of the Associate Provost
  - OCIS
  - Office of Grad Studies

## Health and Safety Training

On **July 1st**, the [Occupational Health and Safety Awareness Training Regulation](#) (O. Reg. 297/13) under the Occupational Health and Safety Act came into force. This regulation made it mandatory for all workers and supervisors to be trained in basic health and safety in all Ontario workplaces that fall under the Act.

To fulfil this new legislative requirement, the university launched training modules developed by the health and safety office on June 16<sup>th</sup> 2014. The results of the university's compliance record are shown below.

The training modules can be accessed at the following links:

- [Health and Safety Orientation for Supervisors](#) (for anyone who has an employee reporting to them)
- [Health and Safety Orientation for Workers](#) (for all workers who do not have an employee reporting to them)

The Ontario Ministry of Labour (MOL) enforces the Act and any training mandated under the Act. In anticipation to the MOL's enforcement Blitzes covering health and safety training compliance, the university has set a goal to be 100% compliant with this new training requirement by the end of the summer.

### GET TRAINED and BE INFORMED!

UOIT's Health and Safety training compliance record (as of July 21, 2014):

	% Completion
Full Time Staff and Faculty	73 %
Part Time Staff and Faculty	57%

### What safety training is mandatory for all Ontario workers?

- Health and Safety Awareness
- WHMIS
- Workplace Violence and Harassment
- Specific training dependent on a worker likely to be exposed to a hazardous material or physical agent

**Questions?**  
Contact UOIT Health and Safety at:  
Ext. 2140 or 6521  
Email: [healthandsafety@uoit.ca](mailto:healthandsafety@uoit.ca)

### MOL Resources:

**Knowledge Check for Workers:**  
[http://www.forms.ssb.gov.on.ca/mbs/ssb/forms/ssbforms.nsf/GetFileAttach/016-1935E~1/\\$File/1935E.pdf](http://www.forms.ssb.gov.on.ca/mbs/ssb/forms/ssbforms.nsf/GetFileAttach/016-1935E~1/$File/1935E.pdf)

**Knowledge Check for Supervisors:**  
[http://www.forms.ssb.gov.on.ca/mbs/ssb/forms/ssbforms.nsf/GetFileAttach/016-1934E~1/\\$File/1934E.pdf](http://www.forms.ssb.gov.on.ca/mbs/ssb/forms/ssbforms.nsf/GetFileAttach/016-1934E~1/$File/1934E.pdf)

**Additional training program tools:**  
<http://www.labour.gov.on.ca/english/hs/training/index.php>