

## Safety Facts:

# JHSC – Joint Health and Safety Committee\*

A joint health and safety committee (JHSC) is a team of worker and employer representatives working together to identify and help resolve occupational health and safety issues at their workplace.

The Workers Compensation Act (Act) and its related Occupational Health and Safety Regulation (Regulation) outline the roles and responsibilities of employers, workers, supervisors, JHSC, etc. In the legislation, the JHSC is called a Joint Committee.

### Why is it important?

Your safety committee carries out many functions such as workplace inspections, incident investigations, hazard identification, advising and providing recommendations on programs, policies, and work processes. These functions are an integral part of your company's Occupational Health and Safety Program to make your workplace safer.



### Key characteristics of JHSC

A safety committee must have at least four members consisting of both worker and employer representatives. Worker representatives on the committee are workers who do NOT exercise managerial functions at the workplace while management assigns the employer representatives. Worker representatives must be at least half of the committee members and represent every area and shift of your workplace.

Committee members must have time off with pay for meetings and other committee functions such as inspections. The committee must prepare, post, and retain meeting minutes. Minutes are usually posted to a safety bulletin board, online, or on an intranet available to all staff. The names and work locations of committee members should also be posted.

### Preventive next steps

Do NOT keep them to yourself if you have any safety concerns and issues. Bring these items up to your supervisor and safety representative to be addressed. Point out problems when the committee members and supervisor do workplace inspections in your work area.

Committee members have the opportunity to make a difference in their workplace. They can raise concerns, advise and provide recommendations to the employer, and assist in inspections and investigations. Consider putting your name forth next time there is a selection of committee members.

As a safety committee member, you must receive training and education to perform your duties and functions.



### For additional resources visit:

Workers Compensation Act, Part 2, [OHS Provision](#)  
Occupational Health and Safety [Regulations](#)  
MSABC Training [courses](#)



## WCA Part 2, Division 5, section 36 Duties and functions of joint committee

A joint committee has the following duties and functions in relation to its workplace:

- (a) to identify situations that may be unhealthy or unsafe for workers and advise on effective systems for responding to those situations;
- (b) to consider and expeditiously deal with complaints relating to the health and safety of workers;
- (c) to consult with workers and the employer on issues related to occupational health and safety and occupational environment;
- (d) to make recommendations to the employer and the workers for the improvement of the occupational health and safety and occupational environment of workers;
- (e) to make recommendations to the employer on educational programs promoting the health and safety of workers and compliance with the OHS provisions and the regulations and to monitor their effectiveness;
- (f) to advise the employer on programs and policies required under the regulations for the workplace and to monitor their effectiveness;
- (g) to advise the employer on proposed changes to the workplace, including significant proposed changes to equipment and machinery, or the work processes that may affect the health or safety of workers;
- (h) to ensure that accident investigations and regular inspections are carried out as required by the OHS provisions and the regulations;
- (i) to participate in inspections, investigations and inquiries as provided in the OHS provisions and the regulations;
- (j) to carry out any other duties and functions prescribed by regulation.