

#### Joint Health and Safety Committee Recommendation Form

To:	Senior Management	Date:	July 6, 2023
From:	Joint Health and Safety Committee		
	Dareece Tomyn		Heidi Hare
	(Co-Chair Signature – Employer		(Co-Chair Signature – Worker
	Representative)		Representative)
Please	respond by: <u>Email</u>	(Within	n 21 calendar days.)

### OH&S Issue: (Give a short, clear and complete description of the issue. Describe what, why, who, where and when.)

On June 14, 2023, the JHSC reviewed the current WHMIS inventory and chemical risk assessment completed for the Chilliwack office in May 2023. OHSR 5.5 and supporting Guideline state that an employer must maintain an effective WHMIS Program which must be reviewed annually. With this annual review comes the need to communicate changes to the program to all employees. WHMIS training was discussed as part of this review and based on Worksafe requirements for communication and possible gaps in training due to updates in the Regulation, the Committee agreed that along with the communication piece of the updated program, focus on training should be done.

# Committee Recommendation: (attach a separate sheet if necessary) (Make sure the recommendation deals with workplace health and safety. Include reasons for your recommendation. For complex issues, list options, steps involved and suggested time frame for implementation/completion.)

Recommendation is to have WHMIS training completed across the company so that all staff are up to date and in alignment with the annual program review. This training will also ensure that all employees are able to adequately answer all questions pertaining to our WHMIS program for the upcoming OSSE Audit.

The Committee would like to request that each Division Managers communicate to their staff the requirement to take MSA BC's eLearning WHMIS module and have this completed by the end of August. The Committee will ask for an update from the Managers as to completion status and record the training as part of our overall Safety Management System Action Log for OSSE Audit.

We request that this training be fully completed and documented by the end of September. This will allow for completion of action items prior to the OSSE Audit in November.

There will be no additional costs involved in this only time allocation from staff to complete the training. The timeline requested should provide adequate time to complete this for everyone and should not impose a burden on schedules or workloads.

cc: Appropriate Manager, Safety Coordinator, CEO, etc.





Employer Response: (attach a separate sheet if necessary) (Note to employer: In your response, if you accept this recommendation please include a time frame for completion. If you reject the recommendation please include your reasons.)

Signature: (Department Head or Designate) Date Returned:

Committee Comments: (Note any follow-up or additional action required by the Committee.)

Signature: Daresce Tomyn

Email: d.tomyn@safetyalliancebc.ca





## Formal Mgmt Recommendation 2023 (R2)

**Final Audit Report** 

2023-07-10

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