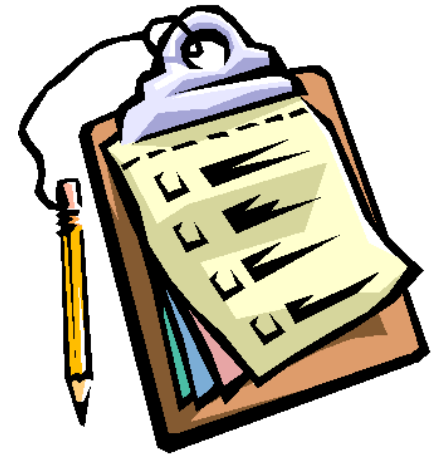




Occupational Health & Safety

Agenda

- Occupational Health & Safety (OHS)
- Functions of WorkSafe BC
- Law and Regulation
- Three Basic Rights of an Employee
- Responsibilities of Employer, Supervisor and Employee
- Role of an OHS Coordinator
- Role of Joint Health & Safety Committee
- How to Report an Injury
- Grab & Go Kit
- Failure to Comply with the Law



Occupational Health & Safety (OHS)

OHS is an area concerned with the safety, health and welfare of people engaged in work or employment. The goal of occupational safety and health programs is to foster a safe and healthy work environment. OHS Programs also protect co-workers, family members, employers, customers, and many others who might be affected by the workplace environment.



Functions of WorkSafe BC

- Administrates Occupational Health and Safety Regulation
- Promotes and enforces workplace health and safety in our province
- Provides injured workers with wage loss benefits, medical benefits, and help returning to work safely after an injury



WORKING TO MAKE A DIFFERENCE

www.vcc.ca

Law and Regulation

- *Workers Compensation Act* [RSBC 1996]
CHAPTER 492
- *Occupational Health and Safety Regulation*
 - The Occupational Health and Safety (OHS) Regulation contains legal requirements that must be met by all workplaces under the inspection jurisdiction of WorkSafeBC. Many sections of the Regulation have associated guidelines and policies.



Three Basic Rights of an Employee

1. Right to know the hazards and risks of a workplace
2. Right to participate in health & safety activities
3. Right to refuse unsafe work



Employer's Responsibilities

- Ensure the overall health and safety of all employees
- Establish occupational Health and Safety policies and an OHS program
- Provide general direction to management, supervisors and employees about their responsibilities and roles in providing a safe and healthy workplace
- Consult and cooperate with individuals carrying out occupational health and safety duties (including joint committee members, worker health and safety representatives, and WorkSafeBC prevention officers).
- Provide workers with the information, instruction, training, and supervision necessary to protect their health and safety.
- Provide and maintain protective equipment, devices, and clothing, and ensure that they are used.

Supervisor's Responsibilities

- Ensure the health and safety of all workers under their direct supervision.
- Know the WorkSafeBC requirements that apply to the work being supervised and ensure that they are followed.
- Ensure that workers under their supervision are made aware of all known or reasonably foreseeable health and safety hazards where they work.
- Consult and cooperate with joint committee members or worker health and safety representatives, and cooperate with others carrying out occupational health and safety duties (including WorkSafeBC prevention officers).
- Ensure that the appropriate personal protective equipment and clothing are available, properly worn when required, and properly inspected and maintained.
- Investigate unsafe conditions reported to them and ensure that corrective action is taken without delay.

Employee's Responsibility

- Learn and follow safe work procedures.
- Be aware of hazards, and report hazards or problems to the supervisor or employer.
- Use the protective clothing, devices, and equipment provided.
- Perform work in a safe manner. Do not engage in horseplay or work while impaired by alcohol, drugs, or other causes.



Role of OHS Coordinator

- Establish and administrate the OHS program
- Conduct accident investigation and develop corrective actions
- Conduct ergonomic assessment and recommend safety equipment
- Administrate WHMIS training and OHS projects
- Addressing daily safety concerns and hygiene issues
- Conduct risk assessments and develop prevention plans
- Liaise with WorkSafe BC officers to meet legal requirements
- Keep safety records



Role of Joint Health & Safety Committee

- Act as an advisory body
- Identify hazards and obtain information
- Recommend corrective actions
- Assist in resolving work refusal cases
- Participate in accident investigations and workplace inspections



WORK SAFE BC

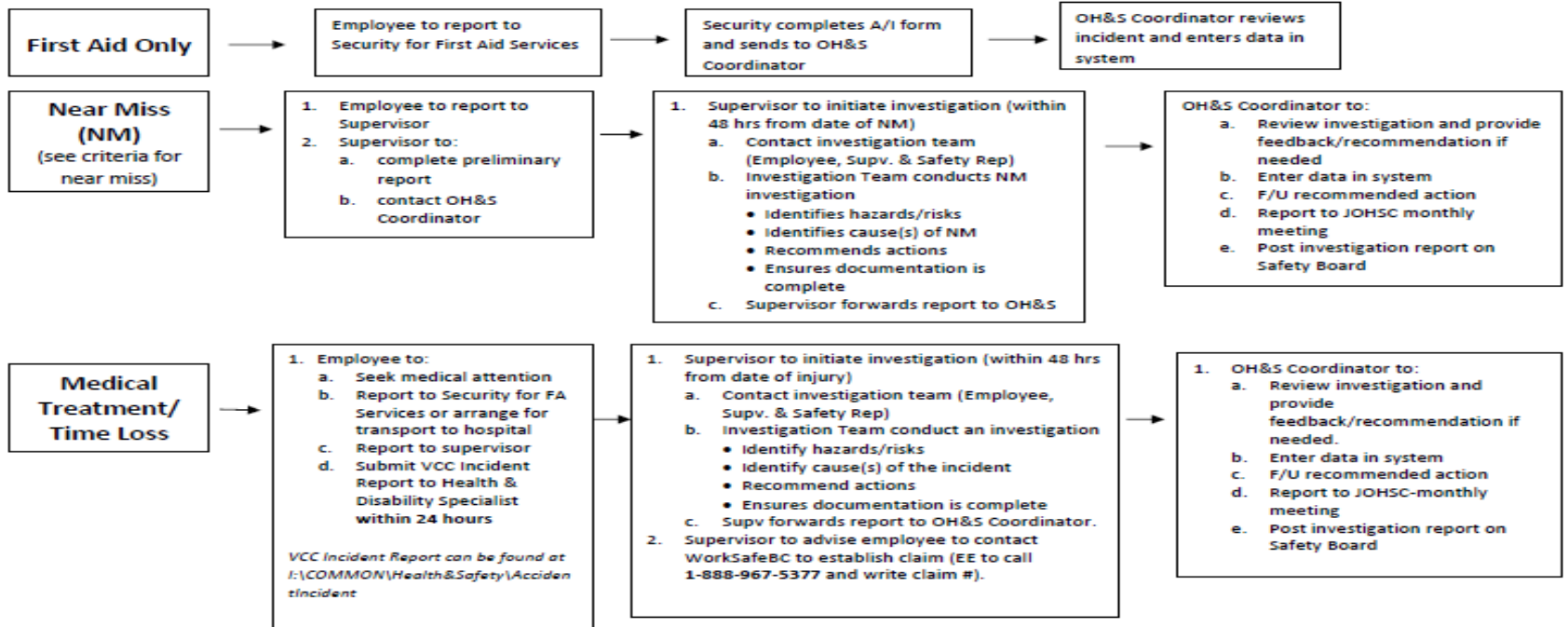
VANCOUVER
COMMUNITY
COLLEGE

www.vcc.ca

How to Report an Injury



Accident/Incident Reporting-Staff



4 March 2015 FA-First Aid NM-Near Miss EE-Employee

The procedure can be found at I:\Health&Safety\AccidentIncident\Accident Incident Reporting and Investigation Procedure

Grab & Go Kit

An injured employee will receive a Grab & Go Kit from security (first aider). The kit contains

1. VCC Incident Reporting form
2. VCC Incident Reporting Procedure
3. WorkSafe BC Telecom Poster
4. Workplace Injury Claim Instruction

The kit helps the injured employee to understand the reporting procedure and how to work with the Employee Health & Disability Specialist to report the injury to WorkSafe BC.



Failure To Comply with the Occupational Health and Safety Regulation

- Administrative penalty to the College (The maximum penalty amount is adjusted yearly; as of January 1, 2014, the amount is \$607,297.58.)
- An employer may be prosecuted in provincial court for a violation of *Workers Compensation Act*.



Employee Safety Team

- **HR Director**
 - Sharon Carefoot, ext. 7069, scarefoot@vcc.ca
- **Employee Health & Disability Specialist**
 - Deanna Pennell, ext. 7137 , dpennell@vcc.ca
- **OHS Coordinator**
 - Yang Wang, ext.7478, yawang@vcc.ca



Questions

