

MANDATORY HEALTH AND SAFETY AWARENESS TRAINING

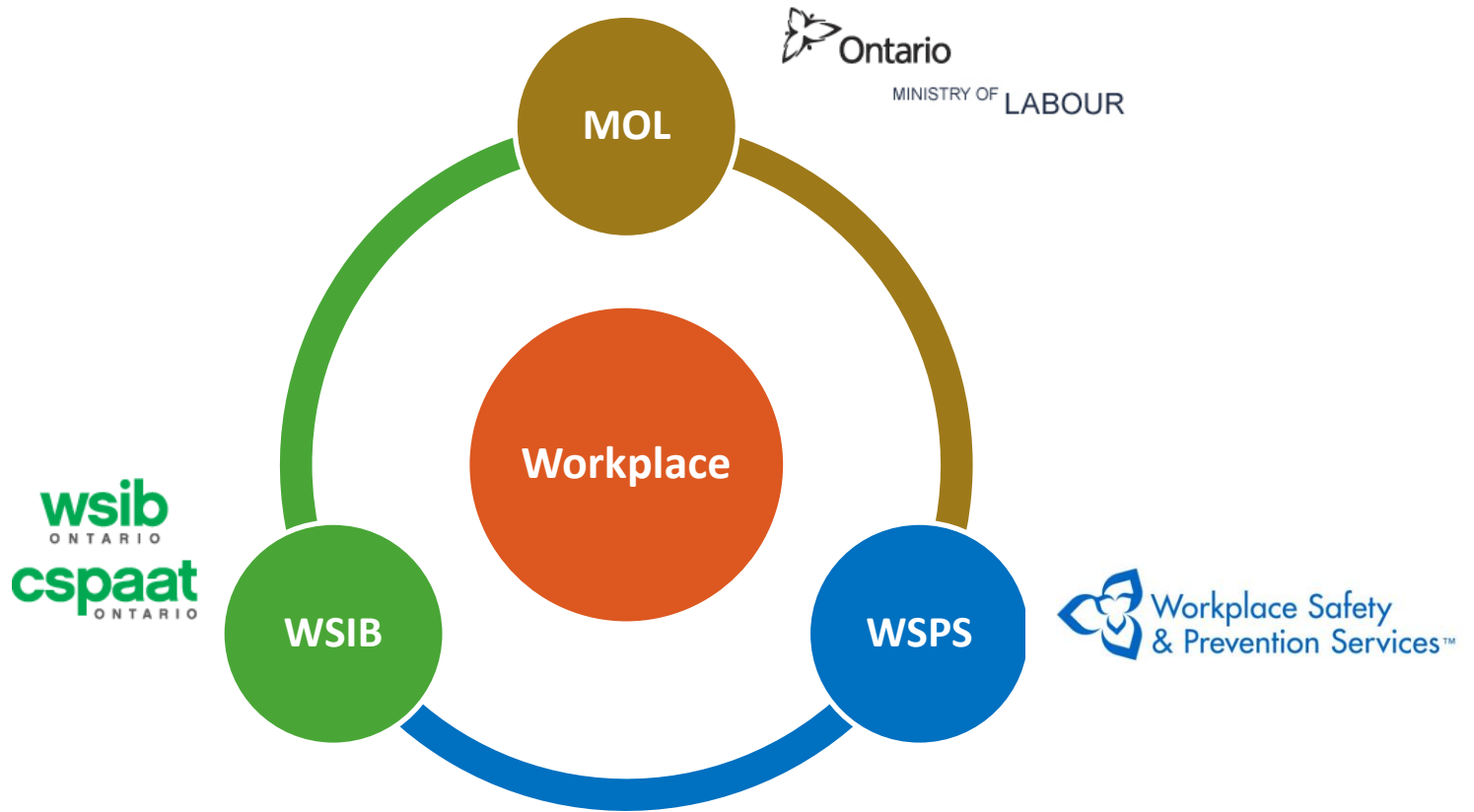
WILL YOUR TRAINING PROGRAM HOLD UP?

Our Customers

- 154,000+ workplaces
 - 3.9 million employees
- Sectors:
 - Agriculture
 - Manufacturing
 - Services
- +90% small businesses




Prevention System



Key Expert Advisory Panel recommendations (2010)

Effective
July 1, 2014



	In Progress	Nearing Completion	Completed
Mandatory Awareness Training For Workers	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mandatory Awareness Training For Supervisors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mandatory Training of Health and Safety Representatives	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mandatory Entry-Level Training For Construction Workers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mandatory Fall Protection Training For Workers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrated Occupational Health and Safety Strategy for Ontario	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Why Health & Safety Orientation is Important

New and young workers are 4 times more likely to be injured

- Motor vehicle traffic accidents (25.6 percent)
- Accidental falls (23.1 percent)
- Accidents caused by machinery (12.8 percent)

**We Need
to Prevent these Injuries!**



Health & safety orientation is now mandatory

Ontario regulation 297/13 comes into force on July 1 2014

- Requires training for basic occupational health and safety awareness training for workers and supervisors
- New training not required if have previous training
 - Must have proof of that training
 - Must verify that previous training meets the requirements

Employers are required to...

- Ensure that workers complete a basic occupational health and safety awareness training program **as soon as reasonably possible**
- Ensure that supervisors complete a basic occupational health and safety awareness training program **within one week of working as a supervisor**
- Maintain a record of the training completed by workers and supervisors
- Provide a worker or supervisor with written proof of completion of the training, if requested by the worker or supervisor

Worker training must include instruction on...

- The duties and rights of workers under the Occupational Health and Safety Act
- The duties of employers and supervisors under the Act
- Common workplace hazards and occupational illnesses
- The role of joint health and safety committees and of health and safety representatives under the Act
- Roles of the Ministry of Labour, Workplace Safety & Insurance Board and Health and Safety Associations
- Information and instruction requirements set out in the Workplace Hazardous Materials Information System Regulation

Supervisor training must include instruction on...

- The duties and rights of workers under the Occupational Health and Safety Act
- The duties of employers and supervisors under the Act
- How to identify, assess and manage workplace hazards
- The role of joint health and safety committees and of health and safety representatives under the Act
- Roles of the Ministry of Labour, Workplace Safety and Insurance Board and Health and Safety Associations
- Sources of information on occupational health and safety

Employer Records of Training

- Employer shall maintain:
 - Record of training completed by workers and supervisors
 - Record of workers and supervisors who are exempt from training because have completed prior training
- Provide record of training to workers and supervisors on request



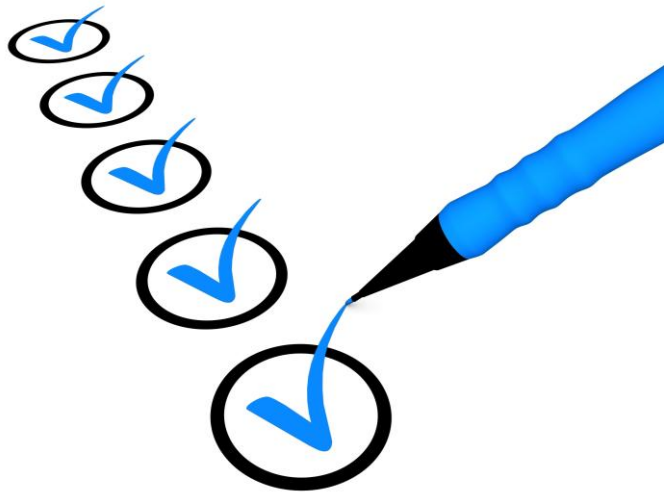
Record of Training for Due Diligence

Must have documented evidence confirming:

- *Who* received *What* specific H&S Training, *When* and *Who* provided the training
 - Training sign-in/sign-out sheets
 - Training certificates
 - Training checklists
 - Training tests
 - Invoice with participants listed



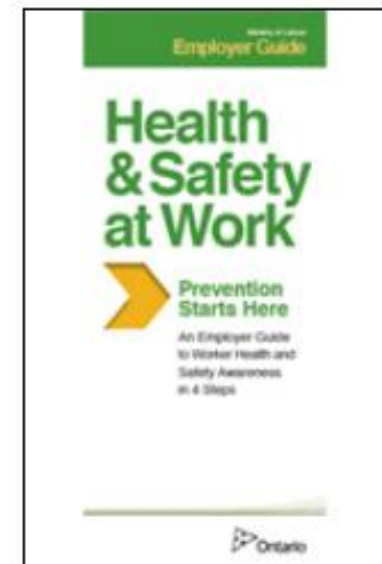
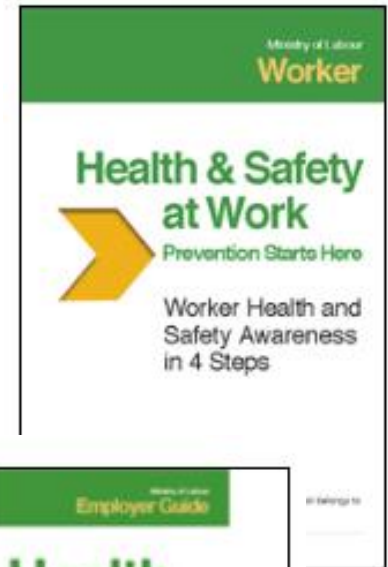
Next steps...



- Ensure awareness of the requirements
- Assess your training against the requirements
- Take advantage of online resources

Where to Get the Training

- Worker and Supervisor health and safety awareness workbooks
 - Available for download from MOL website
 - Available in print for free
 - 9 languages
- Online training
 - 45 - 60 minutes to complete
 - Print your own certificate
 - No records kept by MOL



WSPS Health & Safety Solutions

- **A network of dedicated health and safety experts** who understand your industry and the unique challenges and hazards that you face in your business
- **Sector-specific training** materials and information
- A variety of **products and resources** that you can use to build health and safety into your operation
 - **Closing the Loop – Landscapers and Growers**
 - **Landscape Ontario Workplace Safety Tailgate Talks**
- Information related to a variety of **hazard topics**
- **Conferences and events**
- Online newsletters and magazines including **Network News**

Question and Answer



For help with your awareness training, contact:

Workplace Safety & Prevention Services

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www.wsps.ca

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