

3.9 OCCUPATIONAL HEALTH AND SAFETY COMMITTEE POLICY

Overview

An Occupational Health and Safety (OSH) Committee is required by both the Workers' Compensation Board and the Collective Agreement. The broad purpose of the OSH Committee is to promote safety and create a healthy and safe workplace.

Policy

BACI will ensure that an OSH Committee exists and is functional. The Committee will have a minimum of six members and representatives appointed by the Employer will not out-number the representatives appointed by the Union. The Committee will select a Chair and a Secretary, one of which must be a member of the Union. The Committee will meet at least monthly.

Responsibilities

The Committee will:

- Investigate all accidents resulting in injury to an employee.
- Review all WCB claims and serious incident reports relevant to the health and safety of employees.
- Review monthly, ad hoc, and other scheduled workplace inspections to identify potential hazards, to allow preventative actions and to ensure compliance with WCB Regulations.
- Receive, review and follow up on any identified concerns from anyone concerned about safety in the worksite.
- Review all incidents of workplace aggression to ensure appropriate debriefing and post-traumatic counseling has been provided through the Employee Assistance Service.
- Promote employee wellness.
- Report, on a bi-annual basis, to the Employer and the Labour Management Committee.
- Make recommendations to the Employer for improvement in policies, procedures, practices and worksite safety.
- Record and post the minutes of the meetings and forward copies to the Employer and the Union.