



# Health & Safety Legislation (Ontario)

2 Days

## Ensure Legislative Compliance and Due Diligence

Managers and supervisors may be found guilty of negligence should an employee under their supervision be injured or acquire an illness from workplace activities. Ignorance of the law is no defence; the only effective defence is due diligence – being able to prove that you have done everything reasonable to prevent injury and illness. The only way one can exercise due diligence is to learn and apply what the legislation prescribes.

### HOW YOU WILL BENEFIT

In this 2-day workshop you'll learn about the requirements of the Occupational Health and Safety Act and applicable regulations as well as the Workplace Safety and Insurance Act to ensure complete compliance.

#### After the workshop, you will be able to:

- Ensure compliance with legislation applicable to your workplace.
- Introduce policies, procedures and training programs that will minimise workplace injury and illness.

### WORKSHOP DESCRIPTION

#### Occupational Health and Safety Act

- This part of the code addresses health and safety in the workplace.
- Regulations are based on the Code with more detailed requirements

*Legislative awareness is not a choice for anyone with responsibility for any other employee. That responsibility is to be taken seriously for the health and welfare of the employee*

#### The Four-Step Compliance Process

1. Learn what the legislation requires
2. Involve the Joint Health and Safety Committee
3. Perform a health and safety audit to determine a baseline
4. Develop and initiate a program to ensure compliance and Due Diligence

#### What you need to initiate in your workplace

- A comprehensive training program for health and safety
- Designated Substance Assessments
- A system of progressive discipline

#### Learn what to do if:

- An employee gets injured at work
- An employee refuses to work due to a perceived hazardous situation
- An Inspector from the Ministry of Labour enters your workplace

### ATTEND THIS WORKSHOP IF YOU...

- Manage or supervise the work of others
- Have any responsibility over another employee
- Are a member of a Joint Health and Safety Committee or Worker Trades Committee
- Are not sure of your legal responsibilities
- You have any hazards in your workplace

*This interactive workshop includes individual and group exercises and role-plays. Participants will be equipped to immediately and effectively apply legislation knowledge in the workplace.*

### HOW TO REGISTER

To register, call **(613) 727-7729**  
Or email [act@algonquincollege.com](mailto:act@algonquincollege.com)

**Dates:** **November 19, 20, 2009**  
**January 21, 22, 2010**  
9:00 a.m. to 4:30 p.m.

**Fee:** **\$675** (plus GST) for 2-day program

**Location:** 340 Albert Street, 11<sup>th</sup> Floor  
Constitution Square, Ottawa

*Check-in, coffee and muffins starts at 8:30 a.m.  
Afternoon refreshment provided.*

*Participants receive an Algonquin College Statement of Achievement. Group size is limited to 20.  
On-site delivery of this workshop is available.*

#### Mike Gillissie

As a teacher and workshop facilitator, Mike specializes in helping others achieve the confidence to participate on a joint health and safety committee, one that may affect the health and safety of the people who work there. Mike's start was within the realm of manufacturing, using gases and chemicals so toxic that they could kill in seconds. Since 1994 he has owned and operated a consultancy for health and safety. He is an accredited Canadian Registered Safety Professional (CRSP) and Occupational Hygiene Technologist (ROHT.); he is winner of the 2009 Capital Educator's Award.