

Health and Safety Committee Recommendation

Attention: _____
Insert name of Acting or Current Director General

Date: _____

Advisement to the Employer: Inside the Canada Labor Code Part II it clearly states in section 125.(1) clause (z.10) that the employer must respond in writing within 30 days after receiving this recommendation, indicating what action may be taken, and when.

Our Current Recommendation: In order to comply with the Canadian Labor Code Part II and more specifically sections 125.(1)(d) clause (i), (ii), (iii), and (z.17). We are requesting the approval to install federally designed workplace Health and Safety Communications board(s).

Reasons for Recommendation: The Health and Safety Committee has selected board(s) that are designed in both official languages, comply to the "CLC Part II Standards," and resolve the above safety violations.

In addition, the resolution of these areas of non-compliance will serve as the foundation for our long-term safety strategy, and will assist in developing a dynamic workplace safety culture.

Recommendation Details: The purchase of # _____ WPCC™ Health and Safety Communications Board(s) for the following identified areas:

What is a Health and Safety communications board?

- Serves as the information "nerve centre" for workplace health and safety in both official languages.

Benefits Achieved:

- Incorporates the salient points of the Canada Labour Code (CLC) Part II - Workplace Safety and Health (i.e. employer, supervisor, and employee responsibility, penalties...)
- Provides a designated location to post the Statement of the Employer's commitment towards Health and Safety in the workplace.
- Official copies of the CLC Part II Regulations in both official languages (English and French).
- 18" x 24" cork section for theme Health and Safety related messages.
- Binder of workplace Health and Safety policies, guidelines and procedures.
- Binder of emergency protocol (i.e. evacuation procedures, emergency organization) and emergency personnel (i.e. ERT, first aid, evacuation officers).
- Health and Safety Committee's Meeting agendas and minutes.
- List of all Health and Safety contacts (i.e. ERT, first aiders, clinics, and emergency organization members).
- Building evacuation plans, both interior and exterior.
- Occupies a small footprint (48" x 58") and is instantly recognizable as a Health and Safety element.

Co-chairpersons Signatures

 MANAGEMENT REPRESENTATIVE

 WORKER REPRESENTATIVE

PLEASE ENSURE A WRITTEN RESPONSE IS RETURNED WITHIN 30 DAYS. IF YOU REQUIRE ANY FURTHER INFORMATION PLEASE CONTACT EITHER REPRESENTATIVE.