

Duties Summary

Employer/Supervisor duties shall include:

- Know responsibilities of employers and employees under the law
- Ensure compliance with OSHA and various Regulations and policies
- Assess and control hazards and potential hazards
- Advise workers of hazards and controls
- Provide H&S training: minimum requirement for all workers; job specific training regarding equipment, materials and procedures (including WHMIS); certification training for H&S Committee members
- Provide safe equipment and Personal Protective Equipment (PPE)
- Provide safe work practice procedures
- Provide required posters, OHS Act, annually reviewed H&S and WV&H policies
- Know how to do monthly workplace inspections
- Take every precaution reasonable in the circumstances for the protection of the worker

Employer duty to H&S Representative/Committee:

- Co-operate with them fulfilling their duties
- Provide H&S information as possible and appropriate
- Assist inspections and investigations
- Pay for time spent on these duties
- Pay for certification training (for H&S Committee members)
- 21 day written response to recommendations
- Permit them to accompany M of L inspector during an inspection
- Provide and post any orders from M of L
- Report workplace injuries and illnesses and provide totals