



**Introduction to
Health and Safety Principles
for COVID-19
and
The Role of Joint Health and Safety
Committees (JHSCs)**

March 2021 - Part II - Resource Materials

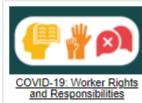
Tom McKenna, National Health and Safety Representative

The information is not legal advice. The materials only address Workers Compensation and Occupational Health and Safety. Nothing in this presentation supersedes the *Workers Compensation Act*, OHS Regulations, Guidelines and Policy. There may also be Collective Agreement rights and obligations. The current law and policy should be reviewed as they change frequently. Legislative, regulation and policy changes may occur.

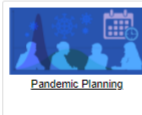
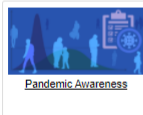
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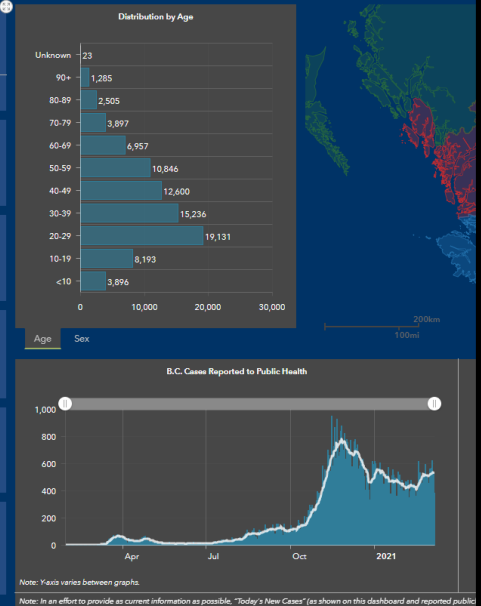
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COVID-19

i How do I...

Develop, review, and update my COVID-19 safety plan

See my legal requirements for a COVID-19 safety plan

Find COVID-19 health and safety resources

Report a claim if I'm a worker

Report a claim if I'm an employer

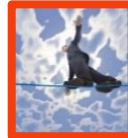
Find public health orders and guidance

Table of Contents

- I. Overview of Presentation (Part I (the Presentation) and Part II (the Resource Materials))
- II. The *Workers Compensation Act* (“Act”), the OHS Regulations, Policy, Guidelines, WorkSafeBC and CUPE COVID-19 materials
- III. Health and Safety Programs
- IV. The 4 Rights
- V. Functions of a Joint Health and Safety Committee
- VI. Joint Health and Safety Committee Meetings
- VII. Addressing Problems
- V.III. Additional Resources

Table of Contents cont'd.

Important slides are indicated by



There are multiple system reviews occurring. Significant changes may occur in the next two years. Always refer to the online materials at WorkSafeBC.

Adhere to the BC Provincial Health Officer's Orders.

BRITISH COLUMBIA

Home > Public safety and emergency services > Emergency Preparedness, Response & Recovery > B.C.'s res

Province-wide restrictions

Province-wide restrictions

Provincial restrictions are in place to help stop the spread of COVID-19. Some restrictions are made by the Provincial Health Officer (PHO) under the Public Health Act and others are made under the Emergency Program Act (EPA). Most orders can be enforced by police and compliance and enforcement officials.

Last updated: February 8, 2021

On this page:

- [PHO order on gatherings and events](#)
- [PHO order on restaurants and bars](#)
- [EPA order on masks in public indoor settings](#)
- [Travel advisory](#)
- [Enforcement](#)

BRITISH COLUMBIA

Workplaces

Employers must review and redouble their efforts on their COVID-19 Safety Plan, remind employees to monitor themselves daily and to always stay home if they have symptoms.

Employers must make every effort to provide work from home options.


- Workplaces must ensure that all workers and customers maintain an appropriate physical distance and extra care should be taken in small office spaces, break rooms and kitchens
- [Review the WorkSafeBC COVID-19 Safety Plan documentation](#)

Daily health check

A daily health check should already be included in every business's existing COVID-19 Safety Plan.

- [Review WorkSafeBC information on daily health checks](#)

Canadian Centre
for Occupational
Health and Safety
(49 tip sheets
available)


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Canadian Centre for Occupational Health and Safety

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Pandemic (COVID-19) Tip Sheets **NEW! FREE!**

Pandemic guidance for higher-risk and essential occupations and industries.



Format: PDF
Language: English / French

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Description


Download an individual tip sheet by selecting the thumbnail image below.

Use these free tip sheets as guidance while operating during a pandemic, including the coronavirus disease (COVID-19) pandemic. Each document offers health and safety tips and good practices, for both employers and workers, specific to each industry or sector. Organizations and businesses can adopt this guidance to protect their workers and prevent the spread of infections. The tip sheets cover a range of occupations and industries from construction and trucking to healthcare and daycares.


All tip sheets are available in English and French.

For further information on COVID-19, refer to the [Public Health Agency of Canada](#).


Note that the guidance provided in these tip sheets cover just some of the adjustments organizations can make during a pandemic. To meet your organization's specific needs, add your own good practices and policies to these recommendations.



Respirators, Surgical Masks,
and Non-Medical Masks



Get the Facts on Masks



Protect Yourself and Others
from COVID-19

I want to...

The CCOHS Difference

CCOHS publications are unique in that they are developed by subject specialists in the field, and reviewed by representatives from labour, employers and government to ensure the content and approach are unbiased and credible.

I. Overview of Presentation

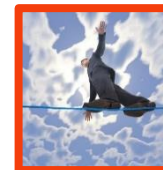
(Key words in red)

- There are three documents – the Resources document (Part II, which is this document), the short Power Point Presentation (Part I) and the Summary Sheet (Part III).
- This is an introductory overview of key concepts related to the pandemic that Joint Health and Safety Committees need to be aware of.
- Information changes daily – rely upon the most current information by the BC Provincial Health Officer, the BC CDC, the health authorities and WorkSafeBC.

I. Overview cont'd.

I.I. Core Contents of General Health and Safety Programs

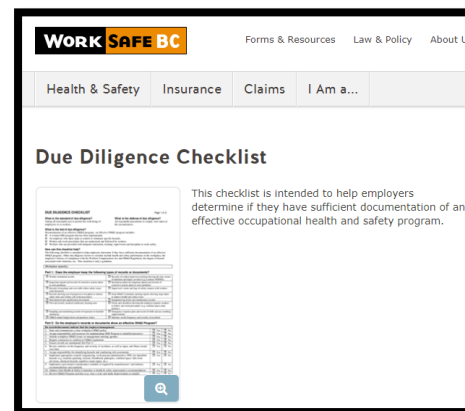
- Core general contents of a health and safety program include:
 - A written Employer OHS policy.
 - Health and safety promotion.
 - Regular workplace inspections.
 - Worker orientation and training.
 - A fully functioning Joint Health and Safety Committee and meetings of management for health and safety program review.
 - Accident and incident investigations.
 - Keeping records and statistics.



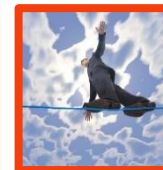
I. Overview cont'd.

I.I. Core Contents of General Health and Safety Programs

- Instruction and supervision of workers by trained supervisors.
- Emergency procedures and First Aid.
- Any other workplace-specific procedures that may arise from such things as hazard and risk assessments.
- Incorporate the **Internal Responsibility System** - everyone in the workplace - both employees and employers - is responsible for their own safety and for the safety of co-workers.
- Incorporate **Due Diligence**.
- Incorporate the **Precautionary Principle**.



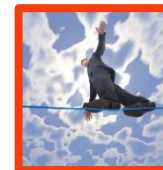
The screenshot shows the WORKSAFE BC website's 'Due Diligence Checklist' page. The header includes the WORKSAFE BC logo and navigation links for Forms & Resources, Law & Policy, and About Us. Below the header, there are tabs for Health & Safety, Insurance, Claims, and I Am a... The main heading is 'Due Diligence Checklist'. A sub-heading states: 'This checklist is intended to help employers determine if they have sufficient documentation of an effective occupational health and safety program.' The checklist itself is a detailed form with various sections and checkboxes, including a section for 'Due Diligence Checklist' and a section for 'Occupational Health and Safety Program'.



I. Overview cont'd.

I.II. Core Contents of COVID-19 Specific Health and Safety Programs

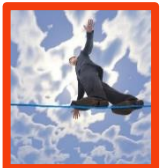
- Core COVID-19 related contents of a health and safety program include:
 - Safety Plans based on Due Diligence, the Precautionary Principle, the Hierarchy of Controls and the 4 Rights (including the Right to Refuse).
 - Hazard and Risk Assessments, including site inspections.
 - Exposure Control Plans, including applying the Hierarchy of Controls.
 - Worker Orientation.
 - Worker Training.
 - Fully functioning and trained Joint Health and Safety Committee.
 - Incident Investigations.



I. Overview cont'd.

I.III. Effective Health and Safety Programs

- Effective health and safety programs – what does it mean:
 - Identify and control hazards in the workplace.
 - Prevent fatalities, injuries and disease.
 - Promote a positive health and safety culture.



I. Overview cont'd.

I.III. Effective Health and Safety Programs

➤ Due diligence:

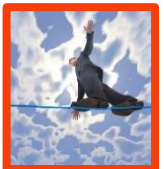
Taking all reasonable steps to protect workers from harm based on the level of judgment and care that a person would reasonably be expected to do under the circumstances.

Due diligence requires that you:

- ❖ Identify all workplace hazards.
- ❖ Implement all necessary preventive measures.
- ❖ Communicate appropriately to all necessary personnel.

➤ Internal responsibility system:

Everyone in the workplace - both employees and employers – is responsible for their own safety and for the safety of others.



I. Overview cont'd.

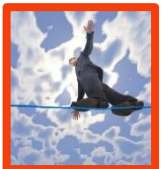
I.III. Effective Health and Safety Programs

- **Precautionary principle** - when an activity raises threats of harm to human health, the environment, etc., precautionary measures should be taken even if some cause-and-effect relationships are not fully established scientifically.

WorkSafeBC
See Section VIII.
Resources and
Links

Section 6.34 of the *Regulation* requires that if a worker has or may have occupational exposure, then an exposure control plan must be developed and implemented, based on the precautionary principle.

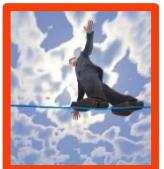
The precautionary principle, as defined in section 6.33 of the *Regulation*, means adopting provisional precautions covering all routes of transmission, **based on a higher level of protection when the identity, causation, or routes of transmission of the biological agent designated as a hazardous substance have not been established.** The use of this principle was one of the key recommendations of the Justice Campbell SARS Commission Report released in January 2007. The Commission recommended that in any future infectious disease crisis including pandemic influenza, the precautionary principle should guide the development, implementation, and monitoring of the means of protecting workers. In practical terms, the application of the precautionary principle to the protection of workers in an influenza pandemic will mean that in some cases respirators meeting an N95 standard or equivalent will need to be worn.



II. The Workers Compensation Act, the OHS Regulations, Policy and Guidelines

General Health and Safety Information:

- ❖ There are overlapping legislation, regulations, policies and guidelines that affect occupational health and safety.
- ❖ The BC Provincial Health Orders, *Workers Compensation Act*, the OHS Regulations and the Prevention Policies are mandatory.
- ❖ The BC Provincial Health Orders are the primary source of direction.
- ❖ The OHS Regulation/legislation Guidelines only interpret the OHS Regulations.






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COVID-19 safety plans

Employer obligations

As an employer, how do I fulfill my responsibility to ensure a healthy and safe workplace?

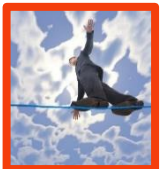
Employers have an obligation under the [Workers Compensation Act section 21](#) (previously s.115) to ensure the health and safety of workers at their workplace and places where work is being done. With respect to COVID-19, this obligation includes protecting workers by following the orders of the [provincial health officer](#)  and guidance provided by the [BC Centre for Disease Control](#)  and developing control measures to prevent worker exposure. These measures include the following:

- Developing the necessary policies to manage their workplace, including policies around who can be at the workplace, how to address illness that arises at the workplace, and how workers can be kept safe in adjusted working conditions. Communicate these policies clearly to workers through training, signage, and reminders as required. You must develop and communicate policies prohibiting the following workers and others from entering the workplace:
 - Anyone who has had [symptoms of COVID-19](#) 
 - Anyone who has travelled outside of Canada within the last 14 days
 - Anyone who has been identified by Public Health as a close contact of someone with COVID-19
 - Anyone who has been told to isolate by Public Health
- Maintaining a distance of two metres between workers and others wherever possible, by revising work schedules, organizing work tasks, posting occupancy limits (e.g., on elevators and other small spaces), and limiting the number of workers at one time in break locations. If workers are not able to maintain distance, other measures will need to be implemented, including the use of [barriers](#) where appropriate, and [masks](#) where other measures do not adequately control the risk.
- Ensuring that the appropriate number of people are in each area of a worksite.
- Providing adequate handwashing facilities on site for all workers and ensuring their location is visible and easily accessed (note that providing and maintaining adequate washroom facilities is required by [Occupational Health and Safety Regulation 4.85](#)).
- Regularly cleaning all common areas and surfaces, including washrooms, shared offices, common tables, desks, light switches and door handles.

II. The *Workers Compensation Act*, the OHS Regulations, Policy and Guidelines cont'd.

❖ Key sections of the revised Act related to COVID-19 include:

- 21 General duties of Employers.
- 22 General duties of Workers.
- 23 General duties of Supervisors.
- 31 to 46 Joint Health and Safety Committees.
- 133 Employer must respond to Committee recommendations.
- 135 Educational leave.
- 151 Discrimination against workers prohibited.



II. The Workers Compensation Act, the OHS Regulations, Policy and Guidelines cont'd.

❖ Key sections of the OHS Regulations include:

Workplace Inspections

- 3.5 General requirement.
- 3.7 Special inspections.
- 3.8 Participation of the Committee or Representative.

Correction of Unsafe Conditions

- 3.9 Remedy without delay.
- 3.10 Reporting unsafe conditions.
- 3.11 Emergency circumstances.



II. The Workers Compensation Act, the OHS Regulations, Policy and Guidelines cont'd.

Refusal of Unsafe Work

- 3.12 Procedure for refusal.
- 3.13 No discriminatory action.

Young or New Workers

- 3.23 Young or new worker orientation and training.
- 3.24 Additional orientation and training.

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Links



II. The Workers Compensation Act, the OHS Regulations, Policy and Guidelines cont'd.

Joint Health and Safety Committees

- 3.26 Evaluation of joint committees.
- 3.27 Minimum training requirements for new Joint Committee members or Worker Health and Safety Representatives.

Participation in Investigations

- 3.28 Participation by Employer or Representative of Employer and Worker Representative.



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Home > COVID-19 > Health and safety > COVID-19 FAQs

COVID-19

Health and safety
What employers should do
What workers should do

COVID-19 FAQs

Below are answers to frequently asked questions from British Columbian workers and employers focusing on how to maintain a healthy and safe workplace during the COVID-19 outbreak. Questions and answers are grouped under various topic headings.

The information on this page is based on current recommendations and may change. For the latest guidance, please see the following websites:

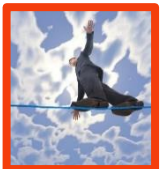
COVID-19 safety plans
Employer obligations
Joint health and safety committees and worker representatives
Mental health
Incident investigations
Exposure control plans
Illness in the workplace
Workplace entry restrictions
Health monitoring and temperature checks
Workers moving between locations
Personal protective equipment
COVID-19 safety in vehicles
Worker accommodation
Resolving concerns about unsafe work

III. Health and Safety Programs

What does a Health and Safety Program need:

I. General Requirements:

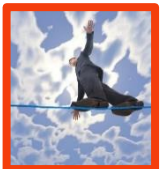
- Employer, supervisor, worker, owner, supplier and contractor (including sub-contractor) duties.
- Risk and hazard assessments.
- Health and safety rules and work procedures.
- Employee orientation.
- Training and education.
- Workplace inspections.



III. Health and Safety Programs cont'd.

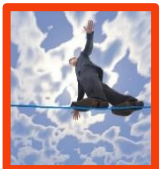
- Right to refuse.
- Reporting and investigating accidents and incidents.
- Emergency procedures.
- Medical and first aid.
- Joint occupational health and safety committee.
- Health and safety promotion.
- Workplace specific items.

Red denotes areas of frequent confusion and disagreement.



III. Health and Safety Programs cont'd.

- Remember the Core COVID-19 related contents:
 - Safety Plans based on Due Diligence, the Precautionary Principle, the Hierarchy of Controls and the 4 Rights.
 - Hazard and Risk Assessments.
 - Exposure Control Plans, including applying the Hierarchy of Controls.
 - Worker Orientation.
 - Worker Training.
 - Fully functioning and trained Joint Health and Safety Committee.
 - Incident Investigations.



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COVID-19 safety plans

Employers are required to develop a [COVID-19 Safety Plan](#) that outlines the policies, guidelines, and procedures they have put in place to reduce the risk of COVID-19 transmission. Employers must involve frontline workers, joint health and safety committees, and supervisors in identifying protocols for their workplace. Refer to the [COVID-19 Safety Plan OHS Guideline](#) for information about developing a safety plan, including the level of detail required and using supporting documentation.

Below are answers to questions you may have about developing your plan.

Do I need to submit my COVID-19 safety plans to WorkSafeBC for approval?

Employers do not need to submit their COVID-19 safety plan to WorkSafeBC for approval, but in accordance with the order of the [Provincial Health Officer](#) , this plan **must be posted** at the worksite and on your website, if you have one. During a WorkSafeBC inspection, we will ask employers about the steps they have taken to protect their workers and to see their plan.

How will businesses know how to develop this COVID-19 safety plan?

See our [Industry-specific information](#) page for general guidance on developing your plans. It lays out a six-step process that employers should follow to prepare to return to operation safely, in a manner that reduces the potential for COVID-19 transmission. See our [COVID-19 Safety Plan](#) template for more information.

WorkSafeBC also worked with industry stakeholders to prepare industry-specific protocols and resources during Phase 1 and Phases 2 and 3 of [B.C.'s Restart Plan](#) , which employers can refer to for their plans.

As part of your planning process, you must involve workers as much as possible to ensure their concerns are heard and addressed. This includes frontline workers, supervisors, Joint Health and Safety Committees, and/or worker representatives.

What are the consequences of reopening without a COVID-19 safety plan in place?

WorkSafeBC will be engaging directly with employers and workers in returning industries through education, consultation and workplace inspections. Enforcement measures will be considered if employers are not taking measures to protect workers from COVID-19 exposure.

IV. The 4 Rights

- There are 4 rights, 3 of which have been referred to in the Act and Regulations. These are the:
 - Right to Know.
 - Right to Refuse.
 - Right to Participate.
 - Right to no retaliation/discrimination/reprisal/discipline.
(Labour argues there is also the right to education – A 5th right.)



IV. The 4 Rights cont'd.

- The 4 rights all relate directly and indirectly to Joint Health and Safety Committees.
- For example, the Right to Refuse may result in a joint investigation, discussion in the next Joint Health and Safety Committee meeting and follow-up recommendations. It may also indicate a need for education of both Joint Health and Safety Committee members and workers in general.
- Know how each Right relates to the Hierarchy of Controls.



Figure 1: Hazard Assessment Process

Note:

Risk is the combination of:

1. The likelihood that a worker will be exposed to a hazard that couldn't be removed, plus
2. The severity of harm if they are exposed to the hazard that couldn't be removed



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Joint health and safety committees and worker representatives

What is the role of my joint health and safety committee or worker representative?

Occupational joint health and safety committees and worker representatives play an important role in helping employers establish and maintain healthy and safe workplaces. Workplaces that have more than 9 but fewer than 20 workers need to have a worker health and safety representative, while workplaces that have 20 or more workers need a joint committee.

The committee or representative gives workers and employers a way to work together to identify and find solutions to workplace health and safety issues, which includes health and safety concerns related to COVID-19. The joint committee or representative must:

- Identify situations that may be unhealthy or unsafe for workers, and advise on effective systems for responding to those situations.
- Consider and promptly deal with complaints relating to the health and safety of workers.
- Consult with workers and the employer on issues related to occupational health and safety, and the occupational environment.
- Make recommendations to the employer and workers for improving the occupational environment.
- Advise the employer on programs and policies required under the regulations for the workplace, and monitor their effectiveness.
- Advise the employer on proposed changes to the workplace, including significant proposed changes to equipment and machinery, or the work processes that may affect the health or safety of workers.

V. Functions of a JHSC (Inspections, Investigations, Recommendations, etc.)

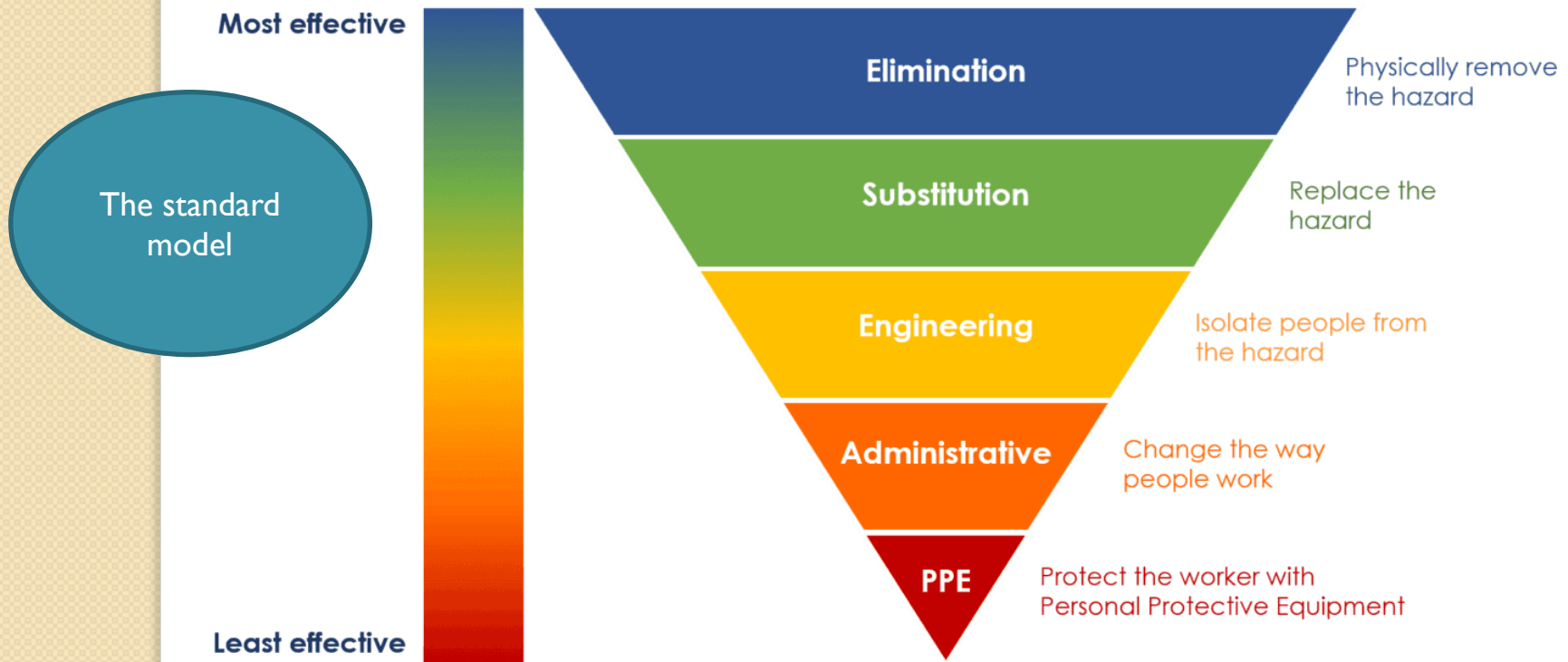
- The fundamental role of the Joint Health and Safety Committee can be summarized as enforcing the Hierarchy of Controls.
- There are also core functions associated with the functioning/meetings of the Joint Health and Safety Committee.
- There are regular, ongoing core functions outside of the Joint Health and Safety Committee meetings such as inspections; accident and incident investigations; and new worker orientations (which includes workers returning to employment after an absence, changes in the workplace, multiple worksites, etc.).
- All functions are tied to the Hierarchy of Controls.



V. Functions of a JHSC (Inspections, Investigations, Recommendations, etc.)

**There are many
variations of the
Hierarchy of Controls
(next four slides)**

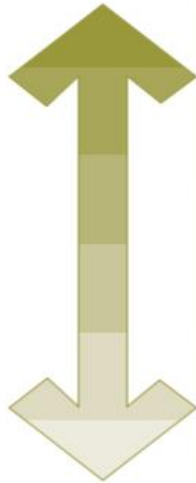
V. Functions of a JHSC (Inspections, Investigations, Recommendations, etc.) cont'd.



V. Functions of a JHSC (Inspections, Investigations, Recommendations, etc.) cont'd.

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Hierarchy of controls from most effective to least effective

 <p>Most effective</p> <p>Least effective</p>	1. Elimination	<ul style="list-style-type: none"> Eliminate human interaction from the process Eliminate pinch points Automate material handling
	2. Substitution	<ul style="list-style-type: none"> Replace a hazardous product, process, or piece of equipment with one that is less hazardous
	3. Engineering controls	<ul style="list-style-type: none"> Mechanical hard stops Guards Interlocked guards Presence-sensing devices Two-hand controls
	4. Awareness controls	<ul style="list-style-type: none"> Warning signs and labels Lights, beacons, and strobes Computer warnings "Restricted Space" painted on floor Beeper Horns and sirens
	5. Administrative controls	<ul style="list-style-type: none"> Safe work procedures Equipment inspections Training Lockout
	6. Personal protective equipment (PPE)	<ul style="list-style-type: none"> Safety eyewear and face shields Hearing protection Gloves Respirators

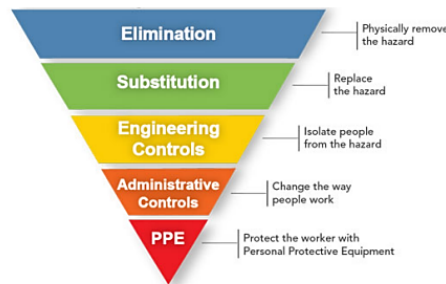
 See the appendices for a sample committee recommendation.



V. Functions of a JHSC (Inspections, Investigations, Recommendations, etc.) cont'd.

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Health and Safety

Hierarchy of Controls for COVID-19 Prevention



COVID-19 controls are now top of mind and are becoming integrated into existing safety work planning, such as; Scheduling, Job Hazard Analysis (JHA), Safe Work Procedures, Structured Toolbox Talks, and Plan Of the Day Cards (task specific JHA)

These above mentioned examples are created with the help of the Hierarchy of Controls. Safety Committees and safety professionals are heavily relied upon to plan for actual and potential hazards and implement these controls with input from management and workers alike and then review these controls for their effectiveness. It is also the responsibility of all stakeholders to constantly learn from experiences both positive and negative in order to continuously improve.

The application of the hierarchy of hazard controls is a recognized approach to containment of hazards and is fundamental in the world of occupational health and safety. An understanding of the strengths and limitations of each of the controls enables those tasked with planning to focus on the most effective methods first until those options are exhausted and then move to the next level of control. You will notice that some controls have elements of more than one category.

Below is a breakdown of the hierarchy of controls as it pertains to aiding in controlling the spread of COVID19 in the workplace.

Elimination	The most effective means to prevent exposures to COVID-19 is through elimination – physically removing the hazard (COVID-19); Which for the workplace is eliminating or reducing the amount of people in an area as well as not allowing people with symptoms or have come in contact with COVID19 into the workplace along with other criteria that will eliminate the chance of COVID19 entering the workplace.
Engineering Controls	Physical barriers established to restrict and control worker access to areas and limit numbers to ensure physical distancing; access to adequate amounts clean water and soap, handwash stations and hand sanitizer dispensers; Using equipment to eliminate the need for workers to work in close contact. (two scissor lifts instead of one, lifting devices to allow one worker to remain on ground level while other work is active in a scissor lift). Increased air filtration devices with HEPA filters. Extra exits and entrances, planned walk paths, redesigned work areas to reduce grouping of workers. Actual physical barriers between workers and public or between workers themselves.
Administrative Controls	Many of the controls for COVID19 related hazards are attached to the administration level of the hierarchy. The main forms are, policies, procedures, education, scheduling, and signage POLICIES: New rules for the workplace that are designed to eliminate or reduce threats of COVID19. Examples would be – all workers must maintain social distancing or anyone entering the premises must complete a screening questionnaire. PROCEDURES: the steps that will be created out of new policies. JHA, POD cards Education; training all employees on the symptoms of COVID19 or training on handwashing. Toolbox talks SCHEDULING; stagger break times or shift start times to reduce congestion of workers. Coordinate with other trades to ensure rooms do not exceed capacity that cannot offer safe work distances of 2 metres or more. SIGNAGE; Placing appropriate messaging around a workplace directing or reminding all what are the rules of this area or the workplace.
PPE	The hazard is now potentially at the person and specialized personal protective equipment is now necessary to protect the worker. PPE including gloves, protective eyewear, coveralls, respiratory protection of all kinds may be required. Keep in mind this is the last form of defense and should only be used in concert with the above controls.



V. Functions of a JHSC (Inspections, Investigations, Recommendations, etc.) cont'd.

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Health and Safety



V. Functions of a JHSC (Inspections, Investigations, Recommendations, etc.) cont'd.

The Joint Health and Safety Committee has many functions. These include:

- Identify situations that may be unhealthy or unsafe for workers, and advise on effective systems for responding to those situations.
- Promptly deal with concerns relating to the health and safety of workers.
- Consult with workers and the employer(s) on issues related to occupational health and safety, and the occupational environment.



V. Functions of a JHSC (Inspections, Investigations, Recommendations, etc.) cont'd.

- Make recommendations to the Employer and the workers for the improvement of safety of workers.
- Recommendations are the “grievances” for Joint Health and Safety Committees while Terms of Reference/Rules of Procedure are the Collective Agreement.
- Make recommendations to the Employer on educational programs promoting the health and safety of workers and the Joint Health and Safety Committees.



V. Functions of a JHSC (Inspections, Investigations, Recommendations, etc.) cont'd.

- Understand Hazard Identification, Assessment and Control Principles (e.g. Inspections, Job Safety Analysis, Work Procedures and Hazard Reporting Methods).
- Participate in investigation of safety complaints, including accident and incident investigations.
- Ensure that regular inspections are carried out as required.
- Ensure compliance with the Annual Joint Health and Safety Committee Evaluation Tool from the WCB.



V. Functions of a JHSC (Inspections, Investigations, Recommendations, etc.) cont'd.

- Core functions that must occur on a regular, ongoing basis include:
 - Inspections of the workplace.
 - Accident and incident investigations.
 - Making and following up on recommendations.
 - Orientation of new workers (this includes new workplaces, processes, policies, workers returning from leaves, etc.).



V. Functions of a JHSC (Inspections, Investigations, Recommendations, etc.) cont'd.

- ❑ Labour relations and human rights issues such as Duty to Accommodate are usually not part of the mandate of the Joint Health and Safety Committee.
- ❑ Anything to do with privacy such as disclosure of diagnoses, etc., should be referred to the CUPE National Representative immediately.



VI. JHSC Meetings

- There must be monthly meetings (this includes calls, Zoom, Skype, etc.) of the Joint Health and Safety Committee.
- They should be on Employer-paid time.
- The chairing of the meeting must be alternated between the Employer and Worker Co-chairs.
- The agenda should be distributed at least one week and preferably one month in advance.
- The materials, statistics, etc. should be distributed at least one week and preferably one month in advance.



Protect Yourself and Others from COVID-19

This tip sheet will help employers and administrators develop policies and procedures to protect workers and others from COVID-19. Guidance for workers is also included. This information should also be reviewed with an [industry-specific tip sheet](#), where available.

In all situations, follow current guidance from local public health and government authorities about protective measures. Be aware that these measures may change as the pandemic continues.

As a worker

- Stay informed, be prepared and follow public health advice.
 - Use trusted information sources, such as Public Health Agency of Canada: www.canada.ca/coronavirus and your local public health authority.
- Monitor yourself for symptoms of COVID-19. If you feel sick, suspect you may have been exposed, or receive a positive COVID-19 test result:
 - Stay at home and away from others.
 - Contact your health care provider or local public health authority and follow their advice.
- If you become sick while at work:
 - Immediately wear a medical mask (if unavailable, properly wear a well-constructed and well-fitting non-medical mask).
 - Isolate yourself from others in a designated space.
 - Tell your supervisor that you are going home.
 - Avoid using public transit or rideshare if possible.
 - Contact your health care provider or local public health authority and follow their advice.
- Use multiple [personal preventive practices](#) at once (i.e., use a layered approach) to protect yourself and others from COVID-19.
- Limit the time you spend outside of your home in the community and avoid crowds as much as possible. This is especially important if you are in one of these groups at risk for more severe disease or outcomes from COVID-19:
 - Older adults
 - People with chronic medical conditions
 - People who are immunocompromised
 - People who are living with obesity

VII. Addressing Problems

- Reasons for **dysfunctional Joint Health and Safety Committees** include:
 - Employer selection of Worker Representatives.
 - Lack of initial training and annual education.
 - High turnover of the Joint Health and Safety Committees members.
 - Lack of mentoring of new Joint Health and Safety Committees members.
 - Retaliation against worker Joint Health and Safety Committees members.
 - Poor labour relations generally.



VII. Addressing Problems cont'd.

- Joint Health and Safety Committee **structural issues** such as:
 - Poorly worded Terms of Reference.
 - Lack of role clarity including Joint Health and Safety Committees duties.
 - No clear direction by the Co-chairpersons.
 - No action plan that assigns people, resources and time lines to each action or recommendation.



VII. Addressing Problems cont'd.

- No follow-up to action items and recommendations.
- No follow-up from inspections and investigations.
- Lack of role and function clarity between Local/Site Committees and Joint Health and Safety Committees.



VII. Addressing Problems cont'd.

- Actions that can be taken include:
 - Section 38 of the *Act* refers to assistance in resolving disagreements within the Joint Health and Safety Committee:

If a Joint Health and Safety Committee is unable to reach agreement on a matter relating to the health or safety of workers in the workplace, a co-chair of the committee may report this to the WCB, which may investigate the matter and attempt to resolve the matter.

VII. Addressing Problems cont'd.

- The WCB can investigate and attempt to resolve any health and safety matter upon which a Joint Health and Safety Committee is unable to reach agreement.
- Requesting a Prevention Officer to come and speak with the Joint Health and Safety Committee as per Section 38 of the Act (see the WCB P.A.C.E. program).
- Conducting a Joint Health and Safety Committee Annual Evaluation – this is the easiest and most effective tool to ensure compliance.

VIII. Resources and Links

This is a partial list only.

New / updated resources are created weekly.

BC Provincial Health Officer:

- Province-wide restrictions

<https://www2.gov.bc.ca/gov/content/covid-19/info/restrictions>

BC CDC:

- COVID-19

<http://www.bccdc.ca/health-info/diseases-conditions/covid-19>

Province-wide restrictions

Province-wide restrictions



Provincial restrictions are in place to help stop the spread of COVID-19. Some restrictions are made by the Provincial Health Officer (PHO) under the Public Health Act and others are made under the Emergency Program Act (EPA). Most orders can be enforced by police and compliance and enforcement officials.

Last updated: **February 8, 2021**

On this page:

- [PHO order on gatherings and events](#)
- [PHO order on restaurants and bars](#)
- [EPA order on masks in public indoor settings](#)
- [Travel advisory](#)
- [Enforcement](#)

PHO order on gatherings and events

This content is a summary of the [PHO order – Gatherings and Events \(PDF\)](#) document. It is not legal advice and does not provide an interpretation of the law. In the event of any conflict or difference between this webpage and the order, the order is correct and legal and must be followed.

By order of the PHO, all gatherings and events are suspended to significantly reduce COVID-19 transmission related to social interactions. The order came into effect November 19, 2020 at midnight and will be kept in place until further notice based on direction from the PHO.

Gatherings at residences or vacation accommodations

No social gatherings of **any size** at your residence with anyone other than your household or, if you live alone, your core bubble. For example:

- Do not invite friends or extended family into your residence or vacation accommodation
- Do not gather in your backyard, patio, driveway or anywhere else on your property
- Do not host playdates for children

VIII. Resources and Links cont'd.

CUPE Materials BC Region – General Health and Safety:

- CUPE National has a website with many materials:
<https://cupe.ca/health-and-safety>
- Health and Safety Committee Resource Kit:
<https://cupe.ca/health-and-safety-committee-resource-kit>
- CUPE BC OHS Committee materials:
https://www.cupe.bc.ca/occupational_health_and_safety_committee
- CUPE BC OHS Committee:
https://www.cupe.bc.ca/occupational_health_and_safety_committee

VIII. Resources and Links cont'd

CUPE Materials BC Region – COVID-19 Health and Safety:

- CUPE BC OHS Committee – CUPE BC Region COVID-19 Resources

https://d3n8a8pro7vhmx.cloudfront.net/cupebcvotes2014/pages/1551/attachments/original/1603126940/resources_list_COVID-19_2020_09_30.pdf?1603126940

7 pages

CUPE BC REGION COVID-19 RESOURCES

This is a list of resources for SARS-CoV-2 and COVID-19 (the pandemic) from the CUPE BC Region, CUPE National Health and Safety Branch and CUPE Ontario. The CUPE Health and Safety Representatives from across Canada regularly coordinate and jointly work on pandemic-related resources. This document also contains information for filing a WorkSafeBC claim for SARS-CoV-2 and COVID-19 (BC).

Pandemic-related resources are constantly changing and being updated as per the CUPE National Health and Safety Branch website. CUPE creates four pandemic-related resources per month, on average. Most of these are located on the CUPE National Health and Safety Branch website. These are in addition to resources from the CUPE sector specific social media pages and websites, BC Centre for Disease Control, the Office of the Provincial Health Officer (BC), WorkSafeBC, CSA Group, various health authorities, the Federal Government, OHCOW, and other resources.

The resources from the Office of the Provincial Health Officer (BC), BC Centre for Disease Control, health authorities and WorkSafeBC are usually directory, while CUPE resources are for guidance purposes. WorkSafeBC also has documents, forms and other materials for use.

For labour relations, Collective Agreement, human rights, and other health and safety matters please contact the CUPE National Representative.

The science and medical literature regarding the pandemic change, income protection and other resources for workers. Ensure the most current information and resources are being used (and for the correct jurisdiction).

Where links have changed or are broken, please refer to the CUPE National Health and Safety website.

Tom McKenna, CUPE National Health and Safety Representative
October 2020

34 pages

CUPE BC REGION

I. COVID-19 RESOURCES FOR CUPE NATIONAL REPRESENTATIVES

This is a list of resources for SARS-CoV-2 and COVID-19 for CUPE National Representatives in the BC Region. This document also contains information for filing a WorkSafeBC claim for SARS-CoV-2 and COVID-19 (BC). **This document is an internal document and not meant for distribution with the exception of Section II** (which is on the CUPE BC OHS Committee website).

Screenshots of various resources are included to show the appearance of websites.

Pandemic related resources are constantly changing and being updated as per the CUPE National Health and Safety Branch website. These are in addition to resources from the CUPE sector specific social media pages and websites, BC Centre for Disease Control, the Office of the Provincial Health Officer (BC), WorkSafeBC, CSA Group, various health authorities, the Federal Government, OHCOW, and other resources. Ensure the most current information and resources are being used (and for the correct jurisdiction). The resources from the Office of the Provincial Health Officer, BC Centre for Disease Control, health authorities and WorkSafeBC are usually directory, while CUPE resources are for guidance purposes. WorkSafeBC also has documents, forms and other materials for use. **The Office of the Provincial Health Officer and the relevant health authorities should always be the primary source of information.**

Please search for the document link using the title.

In addition to the other CUPE National Health and Safety Representative resources, please refer to this document, and, in particular, I would like to thank Paul Sylvestre.

Tom McKenna, CUPE National Health and Safety Representative
November 2020

7 pages

SARS-CoV-2 / COVID-19 Mental Health Resources and Links for CUPE Members - BC Region

January 2021

Tom McKenna, CUPE National Health and Safety Representative BC Region

The pandemic has caused a significant increase in mental health issues across Canada and for Indigenous persons, the LGBTQ2+ community, persons with disabilities, women, younger people, the unemployed, and persons with pre-existing mental health issues in particular. As per News 1130:¹

"While 40 per cent of the 3,027 Canadian adults surveyed said their mental health has declined since March, 21 per cent of Canadians said they are hopeful.

However, the survey was executed in September, before major spikes in daily case counts, increased restrictions, and the recent spate of record-setting deaths in B.C.

Increased feelings of despair and hopelessness were more pronounced in people who identified as Indigenous (54 per cent), LGBTQ2+ (54 per cent), disability (50 per cent) or women (45 per cent).

Those who are unemployed (61 per cent), have a pre-existing mental health issue (61 per cent), and younger people aged 18-24 (60 per cent), also experienced heightened anxiety and stress above the national average."

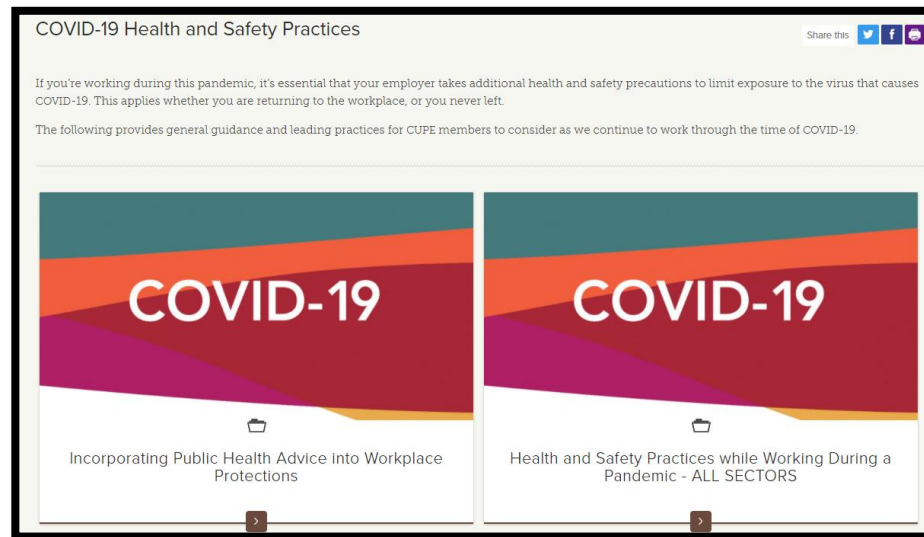
(Emphasis added)

¹ Kelly, A. December 03, 2020. "Such despair they can't see past it": Pandemic-driven mental health crisis on the rise in Canada." City News. News 1130. Retrieved January 26, 2021 from <https://www.citynews1130.com/2020/12/03/covid-19-pandemic-mental-health-crisis-canada/>

VIII. Resources and Links cont'd

CUPE Materials CUPE National Health and Safety – COVID-19 Health and Safety (Note: the following illustrations are multiple pages):

- CUPE National – COVID-19 Health and Safety Practices
<https://cupe.ca/covid-19-health-and-safety-practices-0>



2 pages



COVID-19 Contact Tracing by Public Health Units
Mar 8, 2021 COVID-19, Health and Safety



Employer Response for Workers in the case of workplace exposure or transmission
Mar 8, 2021 COVID-19, Health and Safety



COVID-19: Prevention through Ventilation
Feb 22, 2021 COVID-19, Health and Safety



COVID-19: Aerosolization Risk Assessment
Feb 22, 2021 COVID-19, Health and Safety



Safety concerns for the spraying of chemicals to disinfect for COVID-19
Nov 27, 2020 COVID-19, Health and Safety



Self-isolation and quarantine: why it's important
Aug 6, 2020 COVID-19, Health and Safety



General Health and Safety System Checklist for COVID-19
Jul 10, 2020 COVID-19, Health and Safety



Preventing exposure to COVID-19 - Sector-specific resources
Jun 18, 2020 COVID-19, Health and Safety



Good Hygiene Practices and the Respiratory (Cough) Etiquette
May 28, 2020 COVID-19, Health and Safety



Masks and Facial Coverings
Jun 1, 2020 COVID-19, Health and Safety

Preventing exposure to COVID-19 - Sector-specific resources

Jun 18, 2020

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RELATED CONTENT

[COVID-19 Contact Tracing by Public Health Units](#)

[Employer Response for Workers in the case of workplace exposure or transmission](#)

[Employment Insurance and federal recovery benefits: Q&A](#)















[View all](#)

As the global pandemic of COVID-19 persists, CUPE wants to ensure that employers and members continue to implement leading practices to prevent workplace exposure to the virus which causes COVID-19.

The guidance in these documents is specific to the hazard related to COVID-19. It is intended to assist CUPE health and safety activists in their efforts to ensure that adequate protections are in place for members. In the case of those workplace that have suspended operations, the guidance is intended to assist in implementing effective controls prior to the resumption of normal operations.

It remains vital that employers continue to work with their (joint) health and safety committee about the best way to control sector-specific hazards during this pandemic.

ATTACHMENTS

-  [ALL SECTORS](#)
-  [Airlines](#)
-  [Aquatic facilities](#)
-  [Child Care](#)
-  [Community and Social Services](#)
-  [Education sector](#)
-  [Emergency Medical Services sector](#)
-  [Energy sector](#)
-  [Food Management and Services](#)
-  [Health Care and Long-Term Care](#)
-  [Library sector](#)
-  [Municipal sector](#)
-  [Post-Secondary Education sector](#)
-  [School Buses \("Vehicles"\)](#)



General Health and Safety System Checklist for COVID-19

July 10, 2020

The best way to address health and safety concerns is to put the COVID-19 response plan in place before workers are re-introduced into the workplace. Where work has never stopped, existing hazard (or risk) assessments should be reviewed in light of COVID-19. This must be done with a (Joint) Health and Safety Committee or the Health and Safety Representative (HSC/HSR) consultation, as appropriate.

Below is a sample checklist to evaluate the current health and safety system in your workplace as it related to COVID-19. For more information on specific health and safety practices for COVID-19, HSC/HSR resources, and how a hazard/risk assessment can be performed, please visit the CUPE National Health and Safety Section of the website (see links below).

Worker Participation	Yes	No
Are the worker representatives on the HSC selected by the trade union?		
Has the HSC/HSR been consulted about the reopening of the workplace or how COVID-19 may potentially affect workers' health and safety?		
Do(es) the HSC/HSR have a copy of the employer's risk assessment?		
Does the COVID-19 plan include floor plans/layout/tables indicating the locations of COVID-19 control measures in the workplace*?		
Are there clear lines of communication between the CUPE Local Executive and the HSC/HSR?		
Are HSC/HSR members receiving occupational illness notices and information related to COVID-19 exposures?		
Are HSC meetings being held often enough to be useful and relevant to the changing circumstances?		
Are HSC meetings being held in a manner suitable for COVID-19? (For example, are they being held in-person or through an online platform?)		
Was an inspection with worker representative(s) for re-opening performed before workers re-entered a space that was vacated?		
Will the committee or representative be performing increased inspections to ensure COVID-19 precautions are in place?		
Has a workplace COVID-19 policy and plan to implement the policy been prepared with the full participation of the joint health and safety committee (JHSC) or worker health and safety representative?		
Has the employer posted the full workplace COVID-19 policy and plan in the workplace and communicated both to all workers, supervisors, vendors, contractors and clients/customers as appropriate, in writing and/or electronic format?		

*Note – when these are included, it provides specificity to any reader about what will be happening where. Floor plans provide an opportunity to evaluate the space under consideration.

Additional notes or comments or follow-up

VIII. Resources and Links cont'd

WorkSafeBC – COVID-19 Health and Safety:

- WorkSafeBC COVID-19 webpage
<https://www.worksafebc.com/en/covid-19>
- COVID-19 Information for Workers
<https://www.worksafebc.com/en/covid-19/covid-19-information-for-workers>
- COVID-19 FAQs
<https://www.worksafebc.com/en/covid-19/health-and-safety/covid-19-faqs>
- Exposure Control Plans, Risk Assessments, Precautionary Principle
<https://www.worksafebc.com/en/law-policy/occupational-health-safety/searchable-ohs-regulation/ohs-guidelines/guidelines-part-06>

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COVID-19

How do I...

[Develop, review, and update my COVID-19 safety plan](#)

[Report a claim if I'm a worker](#)

[See my legal requirements for a COVID-19 safety plan](#)

[Report a claim if I'm an employer](#)

[Find COVID-19 health and safety resources](#)

[Find public health orders and guidance](#)

Keeping workplaces safe

- Controlling exposure
- PHO order: Worker health checks
- COVID-19 inspections
- Prevention Services data
- Mandatory masks in public places
- COVID-19 vaccinations
- COVID-19 FAQs

[More](#)

Industry-specific information

- Construction
- Hospitality
- Gyms and fitness centres
- Personal services
- Health care
- Small business
- Offices
- Restaurants, cafés, pubs, and nightclubs

[More](#)

Claims

- Information for workers
- Information for employers
- Claims data

Other

- Insurance
- WorkSafeBC's COVID-19 Safety Plans

News

Continued support for employers receiving CEWS
Published on: March 01, 2021

WorkSafeBC engaging with industry to remind employers and workers to prioritize COVID-19 health and safety ahead of long weekend
Published on: February 12, 2021

WorkSafeBC expects bars, pubs, and restaurants to revisit COVID-19 safety plans ahead of Super Bowl
Published on: February 05, 2021

Reviewing and updating your COVID-19 safety plan: A guide for employers



This guide will help employers review their **COVID-19 Safety Plan** to ensure it continues to be effective and functioning properly. As an employer, you're required to have a safety plan that outlines the policies, guidelines, and procedures you've put in place to reduce the risk of COVID-19 transmission. You must also review and update your plans if conditions change or in response to Provincial Health Officer orders.

[Additional resources](#) and information about COVID-19 are also available.

[Download PDF](#)

Also available in: Tiếng Việt, ਪੰਜਾਬੀ, 한국어, 中文(繁體), 中文(简体), Español, Français

Publication Date: Nov 2020

File type: PDF (230 KB)

Asset type: Guide

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**COVID-19**

Health and safety ▶

Industry-specific
information ▶

Claims ▶

Insurance

**COVID-19 information for
workers**COVID-19 information for
employers

Information in other languages

WorkSafeBC's COVID-19 Safety
Plans

COVID-19 information for workers

We're committed to continuing to provide you with access to WorkSafeBC services. Please see below for information on how we're supporting you during the pandemic.


**What workers can do to stay safe at
work****We're here to help****Claims**

What workers can do to stay safe at work

First, make sure you know and understand the workplace health and safety responsibilities for workers and others in the workplace.

Then, visit these pages to learn what you can do to help prevent the workplace transmission of COVID-19.

- What workers should do to prevent the spread of COVID-19
- What workers should expect when returning to the workplace
- Controlling exposure
- Mandatory masks in public places
- PHO order: Worker health checks
- COVID-19 vaccinations
- COVID-19 FAQs



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[Home](#) > [COVID-19](#) > [Health and safety](#) > [COVID-19 FAQs](#)

COVID-19

[Health and safety](#)

[What employers should do](#)

[What workers should do](#)

[Controlling exposure](#)

[Mandatory masks in public places](#)

[PHO order: Worker health checks](#)

[COVID-19 vaccinations](#)

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[COVID-19 FAQs](#)

[Prevention Services data](#)

[Links to public health orders and guidance](#)

[Industry-specific information](#)

[Claims](#)

[Insurance](#)

[COVID-19 information for workers](#)

[COVID-19 information for employers](#)

[Information in other languages](#)

[WorkSafeBC's COVID-19 Safety Plans](#)

COVID-19 FAQs

Below are answers to frequently asked questions from British Columbian workers and employers focusing on how to maintain a healthy and safe workplace during the COVID-19 outbreak. Questions and answers are grouped under various topic headings.

The information on this page is based on current recommendations and may change. For the latest guidance, please see the following websites:

- British Columbia Centre for Disease Control [for health information](#)
- Government of British Columbia [for the latest news](#)
- Office of the Provincial Health Officer [for the latest orders](#)

COVID-19 safety plans

Every employer is required to have a COVID-19 safety plan that assesses the risk of exposure at their workplace and implements measures to keep their workers safe.

To help you develop your plan, this page provides information and resources on keeping workers safe in industries that have been providing essential services since the start of the COVID-19 outbreak. For additional information, also see:

- Industry-specific information for details on developing a safety plan, including a template for a COVID-19 Safety Plan
- Our COVID-19 Safety Plan OHS Guideline, which includes information on the level of detail required and using supporting documentation
- Reviewing and updating your COVID-19 safety plan: A guide for employers, which will help you ensure your plan continues to be effective and functioning properly

WorkSafeBC will be reviewing plans of individual employers during their inspections of your workplace. Please be reminded that in accordance with the order of the provincial health officer [for this plan](#), this plan **must be posted** at the worksite and posted to the website, if there is one. During a WorkSafeBC inspection, we will ask employers about the steps they have taken to protect their workers and to see their plan. To learn more, read [Inspections during the COVID-19 pandemic](#).

COVID-19 safety plans

+

Employer obligations

+

Joint health and safety committees and worker representatives

+

Mental health

+

Incident investigations

+

[Industry-specific information](#)
[Claims](#)
[Insurance](#)
[COVID-19 information for workers](#)
[COVID-19 information for employers](#)
[Information in other languages](#)
[WorkSafeBC's COVID-19 Safety Plans](#)

detail required and using supporting documentation

- Reviewing and updating your COVID-19 safety plan: A guide for employers, which will help you ensure your plan continues to be effective and functioning properly

WorkSafeBC will be reviewing plans of individual employers during their inspections of your workplace. Please be reminded that in accordance with the order of the provincial health officer [2](#), this plan **must be posted** at the worksite and posted to the website, if there is one. During a WorkSafeBC inspection, we will ask employers about the steps they have taken to protect their workers and to see their plan. To learn more, read [Inspections during the COVID-19 pandemic](#).

COVID-19 safety plans	+
Employer obligations	+
Joint health and safety committees and worker representatives	+
Mental health	+
Incident investigations	+
Exposure control plans	+
Illness in the workplace	+
Workplace entry restrictions	+
Health monitoring and temperature checks	+
Workers moving between locations	+
Personal protective equipment	+
COVID-19 safety in vehicles	+
Worker accommodation	+
Resolving concerns about unsafe work	+
Getting help	+



Handbook for Joint Health and Safety Committees

Handbook for Joint Health and Safety Committees



Joint health and safety committees play a key role in workplace health and safety, and can assist employers with reducing injuries and disease. The intent of this handbook is to support effective joint committees in B.C.

Note: Housekeeping changes to this resource were made to reflect numbering changes in the *Workers Compensation Act*, which took effect on April 6, 2020. For more information, view [amendments](#) and [revisions](#) to the Act.

[Download PDF](#)

Publication Date: Apr 2020

File type: PDF (985 KB)

Asset type: Book

Reference: BK160

[Available from the WorkSafeBC Store](#)[Share via Email \(Anonymously\)](#)