A little bit about WSPS ...

- We provide health & safety expertise and insight to create healthy work environments where employees thrive and businesses prosper
- We are the largest health and safety association in Ontario serving 154,000 workplaces & 3.9 million employees
- We focus primarily on agriculture, service and industrial/manufacturing sectors.
So you are hiring new workers?

- What do I need to consider to get them started?
- What am I required to do?
- How do I get the worker productive as quickly as possible?
- Additional requirements impacting your business
Why Health and Safety Orientation is Important

New and young workers are 4 times more likely to be injured
- Motor vehicle traffic accidents (25.6 percent)
- Accidental falls (23.1 percent)
- Accidents caused by machinery (12.8 percent)

We Need to Prevent these Injuries!

Why You Need a Health and Safety Orientation Program

- Effective health and safety orientation can help prevent these injuries and illnesses
- Employer required to take reasonable precautions to protect workers
  - Includes training in how to do the job safely and how to participate in the health and safety program
- Training is now mandatory
Young Worker – Challenges

- Inexperienced and unable to identify all potential hazards
- Smart and eager, but with a sense of invulnerability
- May be afraid to admit they don’t understand
- Want to impress others
- Will look to older workers and copy their behaviours...good or bad

Suggestions to Enhance Learning for Your Orientation

- Keep it short
- Make it relevant to them
- Don’t assume they know what you expect of them
- Demonstrate hands on what the expectation is
- Present the steps in the order they will be completed
- Do not demonstrate unsafe work or “what not to do”
Health & safety orientation is now mandatory

Ontario regulation 297/13 came into force on July 1 2014

- Requires training for basic occupational health and safety awareness training for workers and supervisors
- New training not required if have previous training
  - Must have proof of that training
  - Must verify that previous training meets the requirements

Employers are required to...

- Ensure that workers complete a basic occupational health and safety awareness training program as soon as reasonably possible
- Ensure that supervisors complete a basic occupational health and safety awareness training program within one week of working as a supervisor
- Maintain a record of the training completed by workers and supervisors
- Provide a worker or supervisor with written proof of completion of the training, if requested by the worker or supervisor
Worker training must include instruction on...

- The duties and rights of workers under the Occupational Health and Safety Act
- The duties of employers and supervisors under the Act
- Common workplace hazards and occupational illnesses
- The role of joint health and safety committees and of health and safety representatives under the Act
- Roles of the Ministry of Labour, Workplace Safety & Insurance Board and Health and Safety Associations
- Information and instruction requirements set out in the Workplace Hazardous Materials Information System Regulation

Supervisor training must include instruction on...

- The duties and rights of workers under the Occupational Health and Safety Act
- The duties of employers and supervisors under the Act
- How to identify, assess and manage workplace hazards
- The role of joint health and safety committees and of health and safety representatives under the Act
- Roles of the Ministry of Labour, Workplace Safety and Insurance Board and Health and Safety Associations
- Sources of information on occupational health and safety
Record of Training for Due Diligence

Must have documented evidence confirming:
- **Who** received **What** specific H&S Training, **When** and **Who** provided the training
  - Training sign-in/sign-out sheets
  - Training certificates
  - Training checklists
  - Training tests
  - Invoice with participants listed

Next steps...
- Ensure awareness of the requirements
- Assess your training against the requirements
- Take advantage of online resources
Other requirements to keep in mind?

- MOL New and Young Worker blitz – May-August
- GHS – Global Harmonization System (WHMIS 2015)
- New Certification Training Standard
- New Working at Heights Training

Our solutions...

- **Consulting** we understand your business and the unique challenges and hazards you face
- **Sector and hazard specific training** sessions, materials and information
- **A variety of products** to meet all your health and safety needs
- **Conferences and workshops** across the province
- **WSPS Network News** and **social media channels**
- **www.wspsc.ca** over 250 downloadable resources available on our website at no additional cost
For all your health and safety solutions, contact:

**Workplace Safety & Prevention Services**
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