

PART 1 CERTIFICATION COURSE OUTLINE

DAY ONE

MODULE 1 – LEGISLATION

GOALS AND OBJECTIVES

HISTORY

THE INTERNAL RESPONSIBILITY SYSTEM

LEGISLATION

THE OCCUPATIONAL HEALTH AND SAFETY ACT

REGULATIONS, CODES, STANDARDS AND GUIDELINES

DUTIES AND RESPONSIBILITIES OF WORKPLACE PARTIES

RIGHTS

ENFORCEMENT

PENALTIES

REPRISALS

MODULE 2 – JOINT HEALTH AND SAFETY COMMITTEES

REQUIREMENTS TO HAVE A COMMITTEE

COMMITTEE MEETINGS

COMPOSITION OF THE JH&SC

POWERS AND DUTIES OF A JOINT HEALTH AND SAFETY

COMMITTEE

WORK REFUSALS

CERTIFIED MEMBERS

WORK STOPPAGES

EFFECTIVE JHSC'S

BARRIERS TO EFFECTIVE COMMUNICATION

STRUCTURE OF COMMITTEE

TERMS OF REFERENCE

QUORUM

RESOURCES

RECOMMENDATIONS

DAY 2

MODULE 3 – HEALTH AND SAFETY HAZARDS

OCCUPATIONAL ILLNESSES
OCCUPATIONAL INJURIES
LEGISLATION
THREE STEP HAZARD RESPONSE - RAC
CONTRIBUTING FACTORS - PEMEP
WORKPLACE HEALTH HAZARDS
 ROUTES OF ENTRY AND BODY SYSTEMS
 REGULATION 860 (WHMIS)
 BIOLOGICAL HAZARDS
 MUSCULOSKELETAL DISORDER HAZARDS
 PHYSICAL HAZARDS
 PSYCHOSOCIAL HAZARDS
WORKPLACE SAFETY HAZARDS
 MATERIAL HANDLING HAZARDS
 MACHINE HAZARDS
 WORK PRACTICE HAZARDS
 ENERGY HAZARDS

MODULE 4 – WORKPLACE INSPECTIONS

LEGISLATION
PURPOSE AND OBJECTIVES
TYPES OF INSPECTIONS
SIX STEPS TO CONDUCTING AN INSPECTION
 ESTABLISHING PROCEDURES
 PREPARING FOR THE INSPECTION
 CONDUCTING THE INSPECTION
 REPORTING AND FOLLOW-UP
 MAKING RECOMMENDATIONS
 FOLLOW-UP

DAY 3

MODULE 5 – ACCIDENT INVESTIGATION

LEGISLATION

CRITICAL INJURIES

INVESTIGATING ACCIDENTS

SECURING THE SCENE

NOTIFYING THE APPROPRIATE PEOPLE

INVESTIGATING THE ACCIDENT

ANALYZING THE INFORMATION

INVESTIGATION REPORTING

MODULE 6 – CERTIFIED MEMBERS

LEGISLATION

CERTIFIED MEMBERS – WHAT THEY ARE

BECOMING A CERTIFIED MEMBER

UNIQUE FUNCTIONS (DUTIES)

WORKPLACE INSPECTIONS

DANGEROUS CIRCUMSTANCES

WORK STOPPAGES

WORK REFUSALS

FINAL EVALUATION