OH&S Committee **RESPONSIBILITIES**



DUTIES – OH&S ACT

PART 2, SECTION 13(6)

The duties of a joint health and safety committee include the following:

(a) the receipt, consideration and disposition of concerns respecting the health and safety of workers;

(b) participation in the employer's hazard assessment;

(c) making of recommendations to the employer respecting the health and safety of workers;

(d) review of the employer's work site inspection documentation.

OTHER CORE RESPONSIBILITIES

- Attending and participating in committee meetings and worker member meetings
- Accepting OH&S concern reports from duespayers and maintaining Local OH&S records
- Providing support to workers and encouraging reporting
- Reviewing incident and reporting data from the Employer
- Participating in the development and promotion of programs and information concerning health and safety
- Reviewing investigation and incident reports and participating in investigations, where applicable
- Attending applicable training and education

TIME & PAYMENT FOR COMMITTEE DUTIES

Worker members are entitled to employer-paid time to perform committee duties. That paid time includes time for:

- Attending committee meetings and worker member preparation meetings
- Reviewing the agenda, minutes, and materials circulated
- Drafting recommendations
- Reviewing and providing feedback on employer policies
- Participating in and reviewing hazard assessments, site inspections, incident investigations, and work refusal investigations
- Other duties and activities identified by the committee