OH&S Committee
STRUCTURE

COMPOSITION

COMMITTEE MEMBERSHIP

- Worker members from all unions and representing non-union employees
- Employer members
- A worker co-chair selected by the worker members
- An employer co-chair selected by the employer members

The number of employer members cannot exceed the number of worker members on the committee. Committees may have a formal composition agreement that defines committee membership.

ELECTIONS & VACANCIES

- Locals elect their committee members as per normal election procedures.
- Locals may appoint an interim member where a vacancy exists between membership meetings.
- The employer must appoint a worker member if the union does not select a member.

MULTI-LOCAL WORKSITES

Where a worksite has more than one UNA Local with duespayers at the site, UNA, not the Employer, determines which local(s) will elect members to the committee.

TERMS OF REFERENCE

OH&S CODE, PART 13, SECTION 197

Note: These are the minimum requirements, and Terms of Reference can include additional items.

An employer must ensure each joint health and safety committee develops written terms of reference

(a) outlining the process to select co-chairs,

(b) outlining the process for selecting worker members to the committee to ensure worker members are representative of the workers for that employer,

(c) establishing a term of office for committee members,

(d) outlining the frequency for regular committee meetings and how meeting records will be maintained,

(e) outlining processes for conducting meetings, and forwarding health and safety concerns to the attention of the employer,

(f) establishing a process to replace a member during the member's term of office,

(g) establishing a dispute resolution process for when the committee cannot agree on a recommendation to the employer, and

(h) outlining processes to address circumstances where committee members are not fulfilling their duties.