

# JOINT HEALTH & SAFETY COMMITTEE FUNDAMENTALS TRAINING

## Are you in compliance?

Effective, April 3, 2017, WorkSafeBC mandates that all joint health and safety committee members are required to have a minimum of 8-hours of training.



### ACTSAFE'S WORKSHOP COVERS:

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Navigating the Workers Compensation Act and regulations | <input checked="" type="checkbox"/> Inspections             |
| <input checked="" type="checkbox"/> Rules of Procedure                                      | <input checked="" type="checkbox"/> Work refusals           |
| <input checked="" type="checkbox"/> Meeting minutes & reporting                             | <input checked="" type="checkbox"/> Incident investigations |
|   | <input checked="" type="checkbox"/> Committee evaluation    |

### REGISTRATION

This workshop will be free of charge to employers in the motion picture and performing arts industries.

To register, send an email to [info@actsafe.ca](mailto:info@actsafe.ca) with the following information:

- Show Title
- Production Company and Production Company WCB #
- Parent Company
- Contact Name/Phone/Email
- Number of committee members you expect will need training

**You will be contacted to confirm registration and notified of available workshop dates.**

## Joint Health and Safety Committee Fundamentals

Created April 2017

### Who needs to take this training?

As of April 3rd, 2017 all new joint health and safety committee members must receive eight hours of training and instruction on the fundamentals of the joint health and safety committee.

### Do I need training every time I become a member of a committee?

No. Your training is transferrable to other committees on other productions, as long as you are part of a joint health and safety committee.

However, if you do not sit on a joint health and safety committee for any employer for a period of 2 years or more, then you must re-take the JHSC Fundamentals workshop to be in compliance.

### My production only runs for 3 months. Do we still need to take the training?

Yes. All committees formed after April 3rd, 2017 must have their members take the required training as soon as practicable but no more than 6 months of becoming a member of the committee to be in compliance.

A project of less than 6 months is not excluded from the obligation to train as soon as reasonably practicable.

### Does my whole committee have to attend at the same time?

No. You can send a single member at a time if you like. However, because of the information and exercises that you will take away from the workshop, it is beneficial for multiple members of the same committee to attend at the same time .

For example, one activity in the workshop involves drafting a Rules of Procedure (terms of reference) for your committee. With more people from your committee in attendance, you may be able to leave the training with a document that is ready to use!

### What is the cost of the workshop?

Currently, the cost of this workshop is free for employers in the motion picture and performing arts industries.

### As an employer, do I need to pay committee members for their time to attend this course?

Yes. WorkSafeBC has made this a mandatory requirement, therefore time spent in this workshop is considered work time and employees should be compensated appropriately.

**For further information on workshop dates, please feel free to contact us at [info@actsafe.ca](mailto:info@actsafe.ca) or by phone at 604-733-4682.**