

EMPLOYERS: _____

OF EMPLOYEES: _____

IRS CRITERIA: Employers of 20 and over Employees

Level 3	Y	N	NA	
Does the information available at the workplace meet the requirements of the Act?				
Level 3 Questions	Y	N	NA	Section of Act
A) Regulations relating to workplace available				38(1)(a)(i)
B) Information and reports acquainting employees with rights and responsibilities				38(1)(a)(ii)
C) Post current copy of Act				38(1)(b)(i)
D) Post code of practice required by Act or regulations				38(1)(b)(ii)
E) Post current Division phone number for reporting concerns				38(1)(b)(iii)
F) Post a policy where required				38(1)(b)(iv)
G) Post and maintain name of committee members/representatives				37(a)
H) Post most recent set of minutes				37(b)
Level 3 (a)	Y	N	NA	
Does the safety policy meet the requirements of the Act?				
Level 3 (a) Questions	Y	N	NA	Section of Act
A) Policy in place				27(1)
B) Consultation with committee				27(1)
C) Reviewed annually				27(1)
D) Reasons for employer's commitment to health and safety				27(3)(a)
E) Employer's commitment to cooperate with employees				27(3)(b)
F) Workplace responsibilities				27(3)(c)
Level 3 (b)	Y	N	NA	
Does the safety committee meet the requirements of the Act?				
Level 3 (b) Questions	Y	N	NA	Section of Act
A) In place				29(1)
B) Composition and procedure				
C) Agreed to numbers				30(1)
D) Half employee reps				30(2)
E) Selection of employee reps				30(3)
F) Frequency of meetings				30(4)
G) Time off to attend meeting				30(6)
H) Rules of procedure by committee				30(7)
I) Co-chairs and how chosen				30(8) and (9)

Level 3(c)	Y	N	NA	
Function of Committee?				
Level 3 (c) Questions	Y	N	NA	Section of Act
A) Cooperative identification of hazards and hazard identifying system				31(a)
B) Cooperative auditing of health and safety requirements				31(b)
C) Receipt of and disposition of complaints				31(c)
D) Participation in inspections, inquiries, and investigations				31(d)
E) Advising on protective devices, equipment and clothing				31(e)
F) Advising employer on required policy, program or regulations				31(f)
G) Maintain records/minutes				31(g)
Level 3(d)	Y	N	NA	
Does the safety program meet the requirements of the Act?				
Level 3(d) Questions	Y	N	NA	Section of Act
A) In place				28
B) Provision for training and supervision				28(2)(a)
C) Provision for preparing written work procedures				28(2)(b)
D) Provision for establishment and continued operation of committee				28(2)(c)
E) Provision for selection and functions of representative				28(2)(d)
F) Hazard identification system includes				28(2)(e)
G) Workplace evaluation for hazards				28(2)(e)(i)
H) Regular inspection procedures				28(2)(e)(ii)
I) Reporting procedures and accountability				28(2)(e)(iii)
J) Reporting circumstances identified				28(2)(e)(iv)
K) System for monitoring, follow-up and control of identified hazards				28(2)(f)
L) System for prompt investigation				28(2)(g)
M) Maintenance of records and statistics including reports				28(2)(h)
N) Provision for monitoring implementation				28(2)(i)

Comments

