Message from IHSA’s CEO

Al Beattie
Interim President and CEO

“IHSA wants to be your partner for health and safety, and we’re working hard to earn your confidence.”

We need to get creative and do things we haven’t done before. In this magazine, you’ll read about some of the actions you can take to prevent injuries, illnesses, and death in your workplace. I ask that you consider them seriously for the sake of your own well-being, and the well-being of those in your care.

IHSA is making changes too.

Your safety association

Leaders in Ontario’s health and safety system recognized that to change the statistics of injury, illness, and death, the health and safety associations themselves had to change. They had to put more money where the value is: in front-line service to employers and workers.

That was one of our promises a year ago, and I’m pleased to report that we have kept our promise. In October 2009, when the amalgamation process began, IHSA’s three legacy organizations had a combined total of 84 front-line staff. Today, a year later, IHSA has 95. By the end of this year we’ll have 97 field staff, and in 2011 we hope to get to 114.

We can, however, change what happens during the rest of this year and on into the future. That’s because every single injury is preventable. We know this. We can look into the circumstances behind every one of the incidents this year and identify the precise moment when something could have—and should have—been done to stop it.

We’ve done this by reducing our back-room costs and by making many of our internal processes more efficient. Our free monthly email magazine Health and Safety News is one example. Many of our members actually get more prevention information via email while IHSA saves printing costs that can be redirected to the front line.

IHSA is also offering new, valuable services to members like you.

I’m particularly proud of our new Working at Heights—Fundamentals of Fall Prevention training program (see the centre pullout in this issue). IHSA led a working group to draft a new training standard for fall protection in Ontario. We then created the Working at Heights program to comply with that standard. We’ve already started offering it throughout the province. I encourage you to register yourself or your staff.

In 2011, IHSA will sponsor a new Safety Group for construction firms. Those of you familiar with Safety Groups know that companies can receive substantial rebates on their WSIB premiums through the program. We’re making it possible for construction firms from across the province to participate, so sign up now before spaces fill up. If you’re not from construction, ask us about our transportation Safety Group and our electrical & utilities Safety Group.

IHSA is also offering companies new ways to improve their health and safety management systems. For example, we’re offering help to firms that want to implement the OHSAS 18001 standard.

The best way to stay informed about new services and everything else that IHSA can do for you is by subscribing to our free email magazine Health and Safety News. To sign up, send a message to info@ihsa.ca.

IHSA wants to be your partner for health and safety, and we’re working hard to earn your confidence.

We encourage you to join us in making our shared vision of zero workplace injuries, illnesses, and deaths a reality.

Al Beattie
Interim President and CEO

A vision of the future

It’s almost a year now since our founding organizations came together to form the Infrastructure Health & Safety Association (IHSA). It’s the perfect time to give you a brief report.

The vision that has guided our work over the past year is the elimination of all workplace injuries, illnesses, and fatalities within our member firms. We believe that this vision is not only ours, but is shared by you and every conscientious employer and worker in the province.

It’s clear, however, that we all have a lot of hard work to do to get there. So far this year, in the industries IHSA serves, 30 workers have died from injuries sustained on the job. 30 people went to work one day and never came home. So far this year, over 20,000 workers have been injured on the job.

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Al Beattie
Interim President and CEO

IHSA’s Health & Safety Magazine, Autumn 2010
Sign up for the New construction Safety Group

Here’s a way to improve your safety program as well as your bottom line. The Infrastructure Health & Safety Association (IHSA) is sponsoring a new Safety Group for construction firms.

Safety Groups is a program administered by the Workplace Safety and Insurance Board (WSIB). Companies join a Safety Group to share best safety practices, pool their experience, and help one another with their prevention programs. Each member firm works to achieve specific objectives.

In return, the WSIB treats each Safety Group as one large firm and applies an experience-rating formula to the group’s performance. If the group as a whole achieves a pre-set number of objectives, the WSIB rewards the group with rebates on top of the member firms’ usual experience-rating assessment.

There are no penalties if the group doesn’t succeed.

In past years, some Safety Groups in construction have received rebates of well over a million dollars.

IHSA is currently recruiting construction companies for its new Safety Group. Meetings will begin in 2011 in north, west, east, and central Ontario to make it easy for anyone to attend. The deadline for registration is December 31.

IHSA also sponsors Safety Groups for the transportation and electrical & utilities industries.

To express interest in joining a Safety Group or to learn more, contact IHSA’s Carlos Figueira at cfigureira@ihsa.ca.
Whether you’re an employer or a worker, you want to get the job done well. We at the Infrastructure Health & Safety Association (IHSA) can help you do exactly that, and do it safely.

By integrating health and safety into their work, successful companies avoid the costs and fines associated with injuries, and they keep production moving along smoothly. This gives them an advantage in the marketplace, especially with clients who demand high standards. Workers are free to perfect their skills, because they’re protected from the hazards of the job.

Make safety work for you. IHSA is your first step.

What IHSA can do for you

We offer state-of-the-art training and consulting services, as well as a wide range of support materials such as DVDs, instructional manuals, posters, tags, and decals. We can customize programs to address your company’s specific needs and deliver them at your facility anywhere in Ontario. And all of this is available at very competitive rates.

Expert consultants

Our dedicated staff serve the aggregates, construction, electrical & utilities, natural gas pipeline, ready-mix concrete, and transportation industries. Our consultants and researchers are experts in their fields. In fact, they came from the industries they now serve, so they know about the challenges you face. We have more than 90 consultants working across the province to ensure that you get the latest, most innovative safety solutions.

Part of the system

We are part of Health and Safety Ontario, which is the province’s network of health and safety associations. As part of the system, we are recognized by the Ministry of Labour, the Ministry of Transportation, and the Workplace Safety and Insurance Board as designated trainers and consultants. So, you can be sure that the training you get from IHSA meets regulatory requirements and compliance standards.

Health and Safety News

Take a few moments to look through this magazine. You’ll find articles on musculoskeletal disorders, the top causes of injury, transporting dangerous goods, and much more. Be sure to check out the centre pull-out on falls.

If you like what you see, visit www.ihsa.ca and sign up for the monthly email newsletter. We send it to subscribers in the middle of each month. It’s full of valuable prevention information, enforcement blitz announcements, and upcoming events.
In just ten minutes

Silvio Mesaglio knows it’s a miracle that he didn’t die. When everything went black, and all he could think about was his wife, he was pretty sure he wouldn’t make it. The doctors thought the same thing when he arrived at the hospital.

“I suffered a head injury, popped the drum in my right ear, broke my collar bone, broke my right shoulder and arm, broke 13 ribs, had two collapsed lungs, shattered bones in both legs, broke my right hip, and cracked vertebrae in my back. I was in a coma for five weeks while on life support. The doctors induced the coma because the pain from my injuries was too severe. I was in the hospital for about two months in total,” said Silvio.

Silvio was an independent roof inspector in southwestern Ontario until he fell off a roof last year. Unfortunately, it’s common for people to go up on roofs without fall protection when they think they’ll be up there for only 10 or 15 minutes. That’s exactly what Silvio did the day he fell.

He was investigating a roof leak. It was fairly routine. “The roof was still under warranty,” said Silvio, “so I contacted the roofing contractor. I met him and his crew at the jobsite. The crew went up first to open up the roof, and then the supervisor and I went up to check out the situation.”

Silvio found the problem and discussed it with the crew supervisor while they were both still on the roof. Once they came to agreement, the supervisor climbed back down the ladder, but Silvio went over to take one last look at the problem. “When I was done, I started to turn to make my way back down—and then I was gone,” he said.

“Everything went black. I remember thinking that I was going to die and then I thought that I couldn’t die because I had to look after my wife. The next thing I remember is seeing a bright light, hearing the ambulance, and approaching the entrance to the hospital. After that, I don’t remember anything until I woke up in the hospital bed about five weeks later,” said Silvio.

Despite the odds, Silvio made it through alive, and he’s very thankful for that. He knows how close he came to having a different outcome.

Although he’s extremely grateful to have his life, he doesn’t deny that things are difficult now. Almost everything has changed for him because of a split-second decision he made to go up on that roof without tying off. He doesn’t know if he’ll ever be able to work again. He still has his business, but he can’t do much right now. “I don’t know what I’m going to do about the business,” he said.

“Right now I have no entertainment anymore because I can’t go out and do anything. I really only go out for physiotherapy. I can’t do the things I normally used to do,” he said. “Now I have pain at all times somewhere on my body.”

“It’s been very difficult on my wife and kids. Even though I was unconscious for all those weeks, they weren’t. I didn’t know what was happening, but they had to live through it.”

Advice to Roofers

When asked what he would tell young roofers, his answer was emphatic: “Wear a harness and tie off all the time. Even if you’re going on the roof for only five minutes.”

“The second thing I would tell them is that there should always be two people when setting up a ladder.

One person should hold the ladder while the other one goes up and ties it off at the top. This should be done before anyone goes on the roof. Then one of the workers—an experienced worker—should go up and install safety hooks in the centre of the roof for lifelines.”

“The last thing I would tell new roofers is that it doesn’t matter how far they fall. All that matters is how they land. Workers can be severely injured or killed after falling a short distance, depending on how and where they land. So, my advice is to use fall protection, even if they’re going only a few feet up.”

Silvio is a living example of what can happen when you fall. He’s also proof that you can severely injure yourself even if you’re on the roof for only a minute. He hopes other roofers pay attention and learn from what he’s going through.
IHSA member firms have seen a sharp increase in the number of workplace deaths so far this year. Falls from height and motor vehicle incidents continue to top the list of hazards most connected to these deaths.

In the construction sector, there have been 20 fatalities between January and the end of August this year. This is compared to nine fatalities during the same time period last year.

The vast majority of these incidents were the result of falls. They also include an electrical contact, several types of workplace collapses, heat stress, and a number of other hazards.

The construction sector has seen also 93 critical injuries, compared to 85 for the same time period in 2009. While this is only preliminary data it paints a grim picture.

Other data from the Workplace Safety and Insurance Board reveal fatalities from the transportation industry and the electrical and utilities industry. Motor vehicle incidents and falls are the top causes of these fatalities.

These deaths are a dreadful reminder that workplace health and safety must be enforced on every worksite. IHSA, through its catalogue of products and services, and its knowledgeable consultants, can help you identify potential hazards that, if eliminated, may save lives.

### 2010 Traumatic fatalities

<table>
<thead>
<tr>
<th>Industry</th>
<th>Fatalities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction</td>
<td>20</td>
</tr>
<tr>
<td>Transportation</td>
<td>8</td>
</tr>
<tr>
<td>Electrical &amp; Utilities</td>
<td>2</td>
</tr>
<tr>
<td>Total</td>
<td>30</td>
</tr>
</tbody>
</table>

This information is from the Workplace Safety and Insurance Board and the Ontario Ministry of Labour. It covers the industries served by IHSA at time of printing.
The Workplace Safety and Insurance Board (WSIB) has identified four “priority hazard” areas. IHSA member firms have seen hundreds of injuries in each of them.

According to the statistics, musculoskeletal disorders (MSDs), falls, motor vehicle incidents, and contacts with machinery have caused more than 1,900 lost-time injuries (LTIs) within IHSA’s membership to April this year.

<table>
<thead>
<tr>
<th>Priority hazard</th>
<th>Number of LTIs (as of April 2010)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Musculoskeletal disorders (MSDs)</td>
<td>1155</td>
</tr>
<tr>
<td>Falls</td>
<td>645</td>
</tr>
<tr>
<td>Motor vehicle incidents</td>
<td>100</td>
</tr>
<tr>
<td>Contact with machinery</td>
<td>51</td>
</tr>
</tbody>
</table>

Along with IHSA and the WSIB, the Ministry of Labour has emphasized the need to reduce injuries in these areas through a series of targeted inspection blitzes related to MSDs, falls, and machine guarding across a number of industries, including those served by IHSA.

**Priority areas**

1. **MSDs** – Musculoskeletal disorders account for a large percentage of lost-time injuries in all the industries IHSA serves. See the articles on MSDs in this magazine, and visit [www.ihsa.ca](http://www.ihsa.ca) for a wealth of information on preventing MSDs.

2. **Slips, trips, falls** – Slips, trips, and falls on one level and from one level to another continue to be the cause of many serious injuries to member employees. These are very preventable through awareness, ongoing training, and prevention efforts. See the centre pullout of this magazine for more information on preventing falls.

3. **Contact with machinery** – Rotating, reciprocating, vibrating, or any moving equipment can cause serious injuries. While this may describe just about any machinery, without proper guarding, all machinery carries potential for injury.

4. **Motor vehicle incidents** – Ontario’s roads are congested and while Ontario compares favourably to other jurisdictions in terms of injury/fatality rates resulting from collisions, we still see many injuries and fatalities from road-related incidents.

The news is not all bad, however. The lost-time injury rate has been consistently lower each month this year over last year. This is a significant achievement. On the other hand, there is always room for improvement.

That’s why IHSA will continue to provide and enhance its products and services that focus on these areas. Through training courses, consultant visits, information manuals, and web-based resources, IHSA can help your company identify these and other hazards in your workplace, then create controls or ways to eliminate those hazards and reduce lost-time injuries.

How does your firm address these four critical areas? Do you have policies that address them? If we eliminated lost-time injuries in these four key areas, the impact, both physical and financial, would be substantial.

For more information on how we can help you, visit [www.ihsa.ca](http://www.ihsa.ca)
Heavy or repetitive lifting can hurt your back and lead to a musculoskeletal disorder (MSD). If not addressed, these types of injuries can become so severe that you may not be able to work.

The best way to prevent ergonomic hazards is to treat them like any other hazard. That means you should look for ways to control the hazard at the source using engineering controls, along the path using administrative controls, or at the worker using controls such as training or specific equipment.

**Engineering controls**

When we talk about engineering controls, we mean eliminating the hazard by using some sort of machine or equipment. For example, in the case of fall hazards, putting up guardrails eliminates the hazard because the guardrail eliminates the open edge. The guardrail is the engineering control.

Because engineering controls actually eliminate the hazard, you should always try them first before moving on to the other types of control.

Here are some engineering controls that eliminate ergonomic hazards.

- Store material on shelves between knee- and shoulder-height. This prevents you from reaching overhead or bending at the waist. Avoid storing items on the floor.
- Try to purchase materials in manageable weights and sizes so that they are easier to lift and carry. For example, buy 20-pound bags instead of 40-pound bags.
- Use mechanical lifts, hoists, conveyers, or carts to move material.

**Administrative controls**

These types of controls address how a task is done. Often, supervisors or employers are the ones who initiate these controls because they deal with how the work is organized. These types of controls don’t completely eliminate the hazard the way engineering controls do, but they significantly reduce the risk.

Here are a few administrative controls that can help reduce back injuries.

- Organize the work area so there is enough space to comfortably lift and carry material. Avoid forcing workers into constrained, awkward positions.
- Lift as a team. If something is heavy or awkwardly shaped, don’t try lifting it alone. Make sure there are enough workers around to get the job done without overexertion.
- Rotate tasks so that each worker isn’t doing one thing repeatedly.
- Provide training for your workers on MSDs.

**Controls at the worker**

Controls at the worker refer to things you do, as the worker, to protect yourself. Sometimes they involve wearing personal protective equipment.

Sometimes, controls at the worker involve how you perform a task. For example, the way you lift a heavy box or bucket could reduce your risk of injury.

Like administrative controls, controls at the worker reduce the risk of injury. They don’t eliminate the hazard the way engineering controls do. The main difference between controls at the worker and administrative controls is that controls at the worker protect only you from the hazard. They do not protect everyone in the work area. Here are some controls that can help you reduce your risk of back injury.

- When lifting a heavy object alone, keep it close to your body.
- Always squat and lift using your leg muscles rather than bending over and lifting with your back muscles.
- When lifting an awkwardly shaped object alone, squat and lift one end of the object, walk up the length of the object, then lift the entire object off the ground. This should reduce overexertion.
- Lightly tense your torso muscles when lifting.
- Avoid turning your body too far to either side. Doing so could hurt your spine.

For more information, visit the MSD page at www.ihsa.ca.

If you or your company has a new tool or way of doing things that reduces MSDs, let us know by contacting IHSA’s Peter Vi at pvi@ihsa.ca.
Musculoskeletal disorders—transportation

Musculoskeletal disorders (MSDs) result from repetitive, forceful, or awkward movements and affect bones, joints, ligaments, and other soft tissues. Workers may experience symptoms such as discomfort, pain, numbness, tingling, weakness, and restricted movement. Injuries can include:

- back pain, such as low back strain
- muscle strain
- tendonitis
- carpal tunnel syndrome
- rotator cuff syndrome.

**The problem in transportation**

The transportation industry—and specifically the rate groups of general trucking, lumber and building supplies, and warehousing—clearly need to prevent MSDs:

- The transportation industry has the highest MSD frequency rate of all Ontario industries.
- In 2009 the three rate groups above had a total of 906 lower-back lost-time injuries (LTIs) accounting for 42.4% of all the lower-back LTIs in rate groups served by IHSA.
- In 2009, the three rate groups above had a total of 274 shoulder LTIs accounting for 41.7% of all the shoulder LTIs in rate groups served by IHSA.
- The average cost of an LTI in general trucking is $42,693.*

* Source: Workplace Safety and Insurance Board

Workers are more likely to suffer an MSD if they perform tasks with risk factors that include repetitive movements, forceful effort, and fixed or awkward postures. Such tasks include:

- Raising and lowering the landing gear on a semi-trailer. If the crank is not correctly maintained and properly greased, the driver may need to use excessive force to turn it.
- Releasing the main locking mechanism of the fifth wheel, and in some cases a secondary manual lock. This exposes the driver to forceful effort and awkward posture.
- Opening and closing the hood of a truck.
- Loading and unloading the truck.
- Chaining, strapping, or tarping a load.
- Sometimes just getting into and out of a tractor or trailer can expose you to MSD risks.

Furthermore, drivers who spend long hours sitting in a static or fixed position while driving are at a greater risk of developing lower back pain.

**Employer’s responsibilities**

Employers have both a moral and legal obligation to ensure a safe and healthy work environment. It also makes good business sense. Injured workers lead to a drop in production and a subsequent loss of profits. Good work practices effectively pay for themselves as production remains free from disruption, insurance costs are minimized, employee morale is good, and customers get what they need when they need it.

MSD prevention needs to be a key part of a workplace health and safety program. MSD risk factors should be handled like any other workplace hazard.

Employers should:

- identify and assess job-related MSD risk factors (do a job/task hazard analysis)
- implement controls to reduce workers’ exposure to MSD risk factors
- inform and train workers about MSD risk factors in their job and in the workplace
- encourage workers to participate in the health and safety program by reporting MSD symptoms or concerns early
- follow up to make sure preventive measures are working.

MSD prevention can be simple and inexpensive. Often making straightforward and basic changes can reduce MSD risks significantly.

**Resources**

The MSDs in Transportation web page provides a compilation of presentations about musculoskeletal issues as well as informative resource materials. You get to it by going to www.ihsa.ca, clicking on the transportation site, and then clicking on “MSDs in transportation” in the top navigation bar. Here are some of the important resources featured on that page:

- The new Human Resources Skills & Development Canada (HRSDC) Labour Program guides to MSD prevention. Companies can develop or review their methodology to identify, assess, and control ergonomics-related hazards within their workplaces.
- The MSD Prevention Guideline for Ontario and its associated Resource Manual. These resources describe a recommended framework for MSD prevention, and help you implement the framework. ©
Some employers whose operations handle and transport small amounts of dangerous goods mistakenly believe they are exempt from rules concerning the transportation of dangerous goods.

Regardless of the size and amount of commodity handled, however, all employers are subject to the Transportation of Dangerous Goods Act, 1992 (“the TDG Act”) and the TDG Regulations.

**Classes**

There are nine classes of dangerous goods listed in Schedule 1 of the TDG Regulations. Most service vehicles would likely carry a few of these classes:

- Class 2: Gases (compressed, deeply refrigerated, or dissolved under pressure). This class has 3 divisions: 2.1, 2.2, and 2.3 (refrigerant gases are either a Class 2.1 or a 2.2, depending on the gas, while oxygen and nitrogen are a Class 2.2)
- Class 3: Flammable liquids
- Class 8: Corrosives.

Each dangerous good is assigned a UN number, which includes the letters UN followed by four digits and a shipping name.

**Exemptions**

Changes introduced by Amendment No. 6 of the TDG Regulations, which came into force in 2008, allowed for small quantities (150 kg gross mass) of these dangerous goods (except for 2.3 gases) and of others to be transported without having to abide by certain parts of the regulations.

The 150 kg Gross Mass Exemption is no longer restricted to personal use. If all conditions are met, anyone transporting dangerous goods can use this exemption. In fact, a technician driving a service vehicle (both pickup trucks and closed vans) with refrigerants, welding gases, drain-cleaning chemicals, or any other items classed as dangerous goods would be exempt from Part 3 (Documentation), Part 4 (Dangerous Goods Safety Marks), Part 5 (Means of Containment), Part 6 (Training), and Part 8 (Accidental Release and Imminent Accidental Release Report Requirements).

The other common exemption is the “Class 2, Gases, in Small Means of Containment Exemption”. The person operating the vehicle would be exempted from Part 3 (Documentation) and Part 6 (Training), if

- the goods are accompanied by all documents that are required under the regulations,
- a means of containment is used for the goods that is required or permitted under the regulations,
Fall protection: What to use when

When you think about staying safe while working at heights, you probably think of wearing your harness and tying off. In other words, you probably think of a fall-arrest system.

Fall arrest is certainly an effective method of protecting you and your workers from falls, but it’s not the only one. In fact, using a fall-arrest system should be your last resort.

As you know, there are several different ways you can protect yourself and your workers from falls. Guardrails, floor-opening covers, travel-restraint systems, and fall-arrest systems are the most common. Here are some key points to help you choose the best method for your job.

**Guardrails**

Guardrails should be your first choice when it comes to preventing falls. They provide workers with the best protection because, when erected properly, they actually eliminate the fall hazard. With guardrails in place, workers can’t fall because there is no open edge.

Another reason guardrails are the preferred method of fall protection is that they protect all workers that come into the area. Protection is not dependant on each worker remembering to tie off, as is the case with fall-arrest or travel-restraint systems. Once guardrails are up, workers can move freely through the work area as though they were on the ground with no risk of falling.

From time to time, you may have to remove some guardrails to allow for material delivery or access to certain equipment. Remind your workers that before guardrails are removed, they must all be protected by another form of fall protection (e.g., a fall-arrest system). As soon as it’s possible, put the guardrails back in place.

**Opening covers**

A significant number of the workers who are injured by a fall, fall through an opening in a roof or floor rather than off the edge of a structure. That is why floor-opening covers are so important.

Here too, guardrails are still your best option. Ideally, you should build guardrails around all floor openings. However, we know that’s not always possible. Depending on the size and position of the opening, you may need to use a floor-opening cover in place of guardrails.

If this is the case, the cover must completely cover the opening and be

- securely fastened
- adequately identified as an opening cover
- made from material that is strong enough to support all loads to which it may be subjected

*Continued on page 4 of this pullout . . .*
Don’t let this be the last picture someone takes of you.

Use guardrails. Tie off. Get trained on fall protection.

Register for IHSA’s Working at Heights training program. Call 1-800-781-2726 or visit www.ihsa.ca
IHSA courses on safety at heights

Working at Heights—Fundamentals of Fall Prevention

“I believe that this program has the potential to become the ‘gold standard’ for basic fall-prevention training in this province.”

- Peter Fonseca, Ontario’s Minister of Labour

If your workers face fall hazards, you’re required to provide them with fall-protection training. Taught by IHSA experts, this full-day program explains the essentials of fall protection in the construction, electrical, utilities, and transportation industries. The course involves classroom instruction and hands-on exposure to some common equipment.

It replaces IHSA’s previous four-hour Basics of Fall Protection course and training kit.

(Employers still have to provide application- and equipment-specific training.)

Price: $100 for members*, $320 for non-members.

Suspected Access Equipment

Taught by IHSA experts, this three-day program teaches participants how to recognize, select, and install

• suspended access equipment
• support systems
• fall protection.

It’s the right course for workers and supervisors who rig and install such equipment.

Price: $150 for members*, $960 for non-members.

Courses are already filling up. Register by calling

1-800-781-2726 or visit www.ihsa.ca

* You’re automatically a member if you or your company pays WSIB premiums in one of the rate groups covering the construction, transportation, electrical, utilities, aggregates, natural-gas-pipelines, or ready-mix-concrete industries.
• capable of supporting a live load of at least 2.4 kilonewtons per square metre without exceeding the allowable unit stresses for the material used.

When you label opening covers, make it stand out. Use brightly coloured paint and make the wording clear. It should say

“DANGER!
FLOOR OPENING - DO NOT REMOVE! DO NOT LOAD!”

Skylights

Remind your workers to be careful around skylights. Before the skylight has been installed, you should treat the skylight opening the same as all other roof or floor openings (i.e., use guardrails or an opening cover). Once the skylight has been installed, there may be a perception among workers that it is safe to walk on. Skylights, however, are weak and a worker could easily break them and fall through. To be safe, treat skylights as roof openings and build guardrails around them—even after the skylight has been installed.

**Fall-arrest and travel-restraint systems**

If you can’t use guardrails or opening covers, fall-arrest and travel-restraint systems are your next best option. Most of you have probably used a standard fall-arrest system before with a tied-off lifeline attached to an anchor, but you may not be as familiar with travel-restraint. In many cases, travel restraint may be the better option over fall-arrest. Here’s why.

A fall-arrest system prevents you from hitting the ground if you fall. In contrast, a travel-restraint system restrains you so that you can’t fall.

With travel restraint, the lifeline is measured to be just long enough to allow you to reach the edge of a work area, but not long enough to let you go over.

Despite this big difference, travel-restraint systems are still similar to fall-arrest systems. They both use the same equipment: CSA-approved full body harness, lanyard, and lifeline rope. Plus, both types of systems require you to tie off to an anchor point.

Both fall arrest and travel restraint are forms of personal fall protection—they protect only one person from the fall hazard. A guardrail, as mentioned earlier, protects everyone who is working in the area from the hazard.

For more information about how to protect yourself from fall hazards, visit [www.ihsa.ca](http://www.ihsa.ca)
Operating equipment indoors

- Choose electric rather than fuel-powered equipment.
- Vent exhaust outside. Use exhaust hoses or fans.
- Make sure the area is well ventilated. Keep doors and windows open. Use fans to bring in fresh air.
- Never work alone in an area where CO can accumulate.
- Monitor CO levels continuously with a gas detector.
- Limit running time and don’t let engines idle.
- If engines have been running in an enclosed area, allow time for a flow of fresh air into the area before entering.
- Use respiratory protection (it must be a supplied-air respirator) if your controls are inadequate.

Heaters

When using a heater, ensure that it is in a well ventilated area. You should have a gas detector.

Choose an indirect-fired heater instead of a direct-fired heater when you want to heat an enclosed space. An indirect-fired heater vents combustion by-products outdoors while ducting heated air indoors. A direct-fired heater (such as an open-flame or closed-flame heater) releases combustion by-products into the heated area.

Signs and symptoms of CO poisoning

- Shortage of breath on moderate exertion
- Headache
- Dizziness
- Fatigue or drowsiness
- Impaired vision

Continuing exposure leads to loss of consciousness and eventual death.

At the first indication of symptoms, get into fresh air. With severe exposure, seek immediate medical attention. CO accumulates in your body over time. Even short or light exposures can add up to deadly poisoning.

More info

For a free online tutorial on CO, visit www.ihsa.ca, go to the construction section, and click on “E-learning & videos”. We also have articles and safety talk.

IHSA is also looking for volunteers for a working group to review sections of the Construction Regulation dealing with workplace ventilation and CO exposure. To find out more, contact Enzo Garritano at egarritano@ihsa.ca.

Vehicles and equipment outdoors

- Ensure that the air intake and fuel systems are working correctly.
- Inspect all vehicles and equipment regularly for such things as leaking exhaust connections or manifolds, as well as loose or broken floor boards, exhaust pipes, and mufflers.
- Don’t leave a machine running.
- Never run a vehicle’s engine in an enclosed space unless a ventilation or exhaust system is available and working properly.

What are common sources?

- Engine exhaust. Gasoline, propane, and diesel engines all release CO.
- Fuel-fired heating devices.
- Some types of welding.

Where can CO accumulate?

- In any enclosed or poorly-ventilated space where an engine is running, such as
  - basements or parts of buildings under construction
  - tarped-in areas of houses or buildings
  - garages or warehouses
  - areas you’re heating with a fuel-fired heater
  - unventilated cabs or parked vehicles.
  - vehicles with faulty exhaust or muffler systems.

What can I do?

1. Eliminate sources of CO, if possible.
2. Operate engines outdoors if possible. For example, welding machines and generators can be left outside while the leads run into the building.
3. Ensure adequate ventilation.
4. Have a written policy for controlling and monitoring CO in your health and safety program. Employers may be required to test the air for CO.

Refer to Ontario Regulation 833 or Part X of the Canada Occupational Health and Safety Regulations under the Canada Labour Code Part II for the requirements to control chemical hazards in the workplace.
Safe winter driving
Six hazards of winter driving, and what to do

1. Poor traction

Before you turn off the ignition, move your vehicle back and forth 1 to 2 metres (4-5 feet). This packs the heavy snow for easier starting.

When you are pulling out, use a light foot on the accelerator, easing forward gently. Don’t spin your wheels. In deep snow, try turning your wheels from side to side to push the snow.

2. Reduced ability to stop

It takes three to 12 times the distance to stop on ice- and snow-covered roads than on dry roads.

Test studies show that the heavier the vehicle, the greater the stopping distance. The simple answer: leave a greater following distance between you and the vehicle in front. Gearing down of the vehicle also assists in bringing you to a safe stop.

The recommended safe following distance under ideal conditions is one second for each three metres (10 feet) of vehicle length. E.g., an 18-metre tractor-trailer combination following distance is six seconds. Widen this gap in the winter according to the conditions.

3. Starting and stopping

Braking on ice is never easy but as the temperature rises, ice becomes even more slippery. For example, your braking distance can double with a temperature variation from zero to -18° C. Check the feel of the road when you start out and at regular intervals on your trip.

4. Slippery surfaces

The action of tires spinning and sliding on snow and ice polishes the surface. This greatly decreases traction on already hazardous road surfaces. It happens most often at intersections, on curves, and on hills. The slippery road surface increases braking distances, slows traffic, and presents a severe hazard at intersections. Compensate for it in your driving. Slow down early when you approach a slippery intersection, curve, or hill. You may need to gear down to slow down safely.

5. Reduced ability to see and be seen

Before starting your trip, clean off the entire windshield and all the windows. Wipe off the headlights, stop and tail lights, and turn signals so that others can see you. You may need to do this frequently during a heavy storm.

Road splatter can leave you blind. Use your windshield washer often. To prevent a windshield freeze-up, be sure you use washer fluid that’s right for the winter temperatures in your area, and don’t dilute it—that will weaken its effectiveness. Before using the washer, prepare the windshield by heating it with a full blast of the defroster. Run your heater and defroster for a few minutes before you start out. You’ll prevent sudden fogging of your windshield.

At night, stop occasionally to clean off the headlights.

In fog or heavy snowfall, keep lights on low beam and adjust your speed according to the conditions.

6. For tractor-trailer combinations: jackknifing

There are two distinct kinds of jackknifing:

• a tractor jackknife in which the rear of the tractor skids sideways
• a trailer jackknife in which the rear of the trailer comes around.

Facts on jackknifing

Repeated tests have shown that if a jackknife develops beyond 15 degrees, it is almost impossible to recover. A jackknife can go to 15 degrees in one and a half seconds. You must react fast in order to take preventative action and recover control of your vehicle. The faster this 15-degree angle develops, the greater the severity and potential damage of the jackknife.

How to prevent jackknifing

Safe defensive driving and adjusting to conditions offer the best safeguard against jackknifing. Going over a hilltop at 60 km/h to discover a sheet of ice or cars and trucks piled up below invites tragedy. Letting the truck build up speed downhill before a turn or a stop invites danger by having to overbrake, which could result in a skidding or jackknife accident.

Control and recovery

1. The most effective technique for recovery from a jackknife on ice is almost complete reliance on steering with little or no use of accelerator or brakes.

2. A prompt start in correcting a jackknife is important.

3. Experience and practice count. Drivers with the most experience have greater confidence and better control.
Directional control

Directional control is best with all the wheels rolling. The tractor is most likely to jackknife when the drive wheels of the tractor are locked and the front and trailer wheels are rolling. When the trailer wheels are locked, a trailer jackknife can also develop. Brakes on empty vehicles still have all the power necessary for a full load. When the truck is unloaded, it’s easy to overbrake. So, when driving on a light or empty unit, brake with extra care.

Overpowering and spinning

Power should be applied cautiously. Spinning the drive wheels risks a jackknife. This can easily occur on icy upgrades and usually results in a tractor jackknife which blocks the road and ties up traffic.

Brake before turning

Jackknifing often develops while braking for a curve. Do your braking or gearing down well before the turn, get down to a safe and easy turning speed, then take the turn with all the wheels rolling.

Techniques for skillful winter driving

- Start smoothly. Don’t spin your tires.
- Control your speed. Take it slow. Adjust to the road conditions.
- Take hills cautiously. Reduce speed at the crest of hills so you’re prepared for what’s on the other side.
- Apply steering control smoothly, avoiding sudden moves leading to a skid.
- Signal your intentions well in advance. Plan lane changes early.
- Watch for reduced clearances at underpasses due to accumulated ice or packed snow.

- Don’t tailgate. Leave enough room ahead of you for an unexpected stop.
- Stop safely without ABS (antilock brake system) brakes: a rapid light pumping of the brakes is a recommended way to stop on ice. Note that this method will increase your overall stopping distance.
- Stop safely with ABS brakes: the system will pump the brakes for you if your wheels begin to lock up. This lets you maintain steering control.

A reminder for drivers of vehicles equipped with air brakes:

With air brakes, be careful to avoid reducing the air pressure to a low level.

For long down grades or gentle stops, a feathering application is recommended. Apply the brakes gradually until you feel the wheels begin to lock and then release them slightly. If you start to lose steering control, release the brakes immediately, gear down, and repeat the gradual application. This technique requires more feel than pumping.

Use discretion in gearing down. Too much gearing down on ice may cause drive wheels to slide and start a dangerous side skid or jackknife. Release the clutch immediately and let the wheels roll to correct this condition.

When stopping on slippery surfaces, keep all wheels rolling to maintain steering ability, while at the same time using brakes to get the maximum stopping effort without wheel lock-up.

For more information on driving safely in the winter, visit www.ihsa.ca or call 1-800-263-5024.
Federally registered employers have another way to promote healthier and safer workplaces thanks to a tool from Human Resources and Skills Development Canada (HRSDC).

Federal health and safety officers making proactive visits to high-risk or targeted industries are using a tool called the national intervention model. The model is designed to identify non-compliance and systematic weakness, and to strengthen the internal responsibility system to achieve a higher level of voluntary compliance.

Health and safety officers use the same selection template, the same policy and procedure templates, and look for the same specific hazards across Canada. There is no regulation involved. Rather, a proactive approach is being used which aims to provide employers and employees with a positive experience.

The national intervention model is designed to support voluntary compliance through education and consultation while ensuring that enforcement, when required, is fair, foreseeable, and nationally consistent. Here’s how it works:

**Stage 1 Appraisal**

**Selection of employer**

Various sources of information are used to indicate which occupations have a higher risk of injury or illness and which worksites have the highest accident rates. Federal employers with 300 or more employees will be selected and contacted by HRSDC Labour Ottawa, and smaller employers will be selected and contacted by the local HRSDC offices situated in each province.

**Employer commitment**

This step includes an on-site meeting with the employer where the process is explained, and their “buy-in” is encouraged by the employer signing a letter of acknowledgement. This is an important step because the program is meant to be voluntary with the focus on prevention and education.

**Occupational health and safety appraisal and development**

During this stage, an overview appraisal of the health and safety components at the workplace is completed. The health and safety officer will review the health and safety board and the employer’s occupational health and safety policy. The officer will ask to see any hazardous-occurrence investigation reports, the employer’s annual hazardous occurrence report, and the annual workplace health and safety committee report.

**Stage 2 Assessment**

**Occupational health and safety assessment**

This is a formal assessment of workplace components such as a review of the employer’s hazard prevention program including:

- safe working procedures
- health and safety education and training
- hazardous occurrence investigation, recording, and reporting
- health and safety representatives, workplace committee, and policy committee
- violence in the workplace
- the internal complaint-resolution process.

The following specific hazards are reviewed if applicable:

- level of sound
- hazardous materials
- work on electrical equipment
- confined spaces
- machine guarding
- material handling equipment
- personal protective equipment (PPE)
- manual lifting
- ergonomics-related hazards
- other regulatory requirements.

**Occupational health and safety analysis and joint work plan**

This step of the process is the analysis of the information gathered to date, and the determination if there are any deficiencies in the employer’s health and safety program. The intention is not to evaluate or audit the workplace for compliance purposes. It’s to perform an assessment and develop a joint work plan to address any deficiencies with specific but reasonable compliance dates. The health and safety officer may offer assistance such as counselling, seminars, or other resources such as contacting the Infrastructure Health & Safety Association (IHSA).
Stage 3 Follow Up

Maintenance of the workplace occupational health and safety program

The labour program monitors the work plan and agreed-upon compliance dates as a means of determining success and frequency of future interventions. Compliance with the assessment components serves as an indicator of the likely success of the overall occupational health and safety program in a given workplace.

It is worth noting that the approach to implementing the intervention model at the level of the workplace is completely voluntary. It is a collaborative and non-confrontational approach, designed to be a positive experience for all stakeholders and to assist in the establishment of an effective internal responsibility system in targeted workplaces.

Refusal or non-compliance

If an employee refuses to participate in the intervention-model process, the health and safety officer will conduct a thorough evaluation and assessment of the workplace and, if required, a direction will be issued. A direction is a written notice ordering the employer or employee to terminate a contravention of the Canada Labour Code within a specified period. Directions are also issued whenever an AVC (Assurance of Voluntary Compliance) is not obtainable or has not been fulfilled. This would also include non-compliance with the agreed-upon joint work plan. There may be other situations which require directions being issued.

When the degree of risk requires a more stringent time frame for compliance, then the officer will reconsider whether the situation in fact constitutes a danger, and issue a direction under s.s. 145(2) accordingly.

Appeal of directions

Part II of the Code provides a mechanism for appealing directions. Under this provision, any employer, employee, or trade union that considers itself to have been aggrieved by a direction given by a health and safety officer may request an appeal by an appeals officer. This request must be made within 30 calendar days of the date of the direction being issued.

Prosecution

Where a health and safety officer has determined through an investigation that a contravention has been committed, a prosecution may be undertaken.

It is departmental policy to initiate prosecution when there are serious contraventions or when corrective action has not been taken.

Summary

The intervention model’s overall goal is to focus on high-risk sectors and employers, and to work in partnership with employers and employees to enhance their capacity to resolve workplace health and safety matters quickly, efficiently, and autonomously.

The intervention model offers employers and employees another way to work cooperatively to implement the type of workplace health and safety policies and procedures that make sense for their workplaces. Workplace parties can all focus their efforts where the needs and potential benefits are greatest.
All powerline technician apprentices who walk through the doors of IHSA’s Skills Development Centre need to be prepared for their two weeks of formal training and evaluation. The apprentices’ employers should ensure they have a well-rounded training program in place that includes the Powerline Technician Trade Skills Log Book.

**What’s so important about the log book?**

The Powerline Technician Trade Skills Log Book is based on the requirements for powerline technicians as outlined by the Ministry of Training, Colleges and Universities (MTCU). It provides a complete checklist of all MTCU-required competencies from the beginning of Level One to the end of Level Four, together with space for employers to date and sign off after each skill has been successfully acquired. The completed log book acts as the apprentice’s record of training.

The log book is divided into two main sections: the skill set log (yellow pages) and the central training log (green pages). Throughout the year, apprentices and their mentors work together to make sure the apprentice completes each component required for their respective year in the program.

**At the Skills Development Centre**

When the apprentices arrive at IHSA’s Skills Development Centre, the instructor signs off in the central training log that the apprentices have demonstrated the skill. When the apprentices return to work their mentor signs off in the central training log that again the apprentices can demonstrate that skill. Greg Williamson is a manager in IHSA’s Prevention Specialty Services department. He says that often, log books have either not been filled out properly or apprentices have not completed all of the required components.

“Firms need to provide a broad range of tasks for apprentices. Those tasks then need to be documented in the log book. Then, when they come here, we evaluate and verify they have learned the required skills and fill in any gaps in their training. When they return to their employers, the supervisor will once again make sure the apprentice knows all of the requirements,” says Greg.

While many companies are starting to hire apprentices in large numbers, many firms have not had to train an apprentice in some time. Greg suggests that those firms use the log book as a framework on which an apprenticeship program can be built.

“A lot of companies wonder what apprentices are actually able to do or what they should do at each level. If you open up the log book there is a list right there,” says Greg.

**EnWin Utilities Limited: A case study**

That’s exactly what Ian Murray at EnWin Utilities Limited did. Windsor’s local distribution company has hired ten new year-one apprentices. The company wanted to make sure it provided a well-rounded experience, so it has taken the log book one step further.

Ian says that each component required has been added to an electronic spreadsheet. Every 30 days, the apprentices report in with their progress and it is added to the spreadsheet. This helps the utility track progress and plan ahead.

As well, the apprentices fill out a daily journal, outlining some of the step-by-step processes they use on the job. This allows their supervisors to have a very clear picture of an apprentice’s knowledge of the work.

Ian also advocates the creation of a joint apprenticeship training committee.

“This is a committee of both management and union representatives whose sole purpose is to ensure that the apprentice meets the required standards as they progress through the trade,” he says.

Not only will a complete log book act as a resume of skills for an apprentice, it is required for approval to write the Interprovincial Standards Red Seal certification exam. Red Seal certification is something more and more employers are looking for from their employees.

Using the log book properly is a simple way to plan ahead for the future of your workforce. ☞

Log books can be a powerful training tool
Health and safety training is an inherent part of the curriculum for Cambrian College Powerline Technician students. As with all of the Infrastructure Health & Safety Association (IHSA) Powerline Technician training, the basic tenets of health and safety in the workplace, as well as employing safe work practices are part of each module.

IHSA staff members have been involved with the Cambrian College program since its inception in 2006. In March of that year, the Electrical & Utilities Safety Association (E&USA) and Cambrian College in Sudbury signed a partnership agreement to facilitate the first Powerline Technician Apprenticeship College Diploma (PLTN) in Ontario. This four-semester course is intended to be the foundation of a career in the electrical utility business.

Current employees in the Powerline Technician trade are retiring at a rapid rate and a shortage of skilled Powerline Technicians is looming. A large number of new apprentices are needed to replace these skilled workers as they retire. The need for students with appropriate training is great as is the need for well-trained supervisors who will ensure new workers work safely and don’t learn bad habits.

But do those lessons follow the students to their work placements and then into their apprenticeships? We asked several students and graduates how they thought their training had prepared them for their work.

Scott Norton is a second year student at Cambrian College. This was his last co-op session at Niagara Peninsula Energy Inc. He says that the program provided a solid foundation of safety information.

“Cambrian helped me learn the fundamentals of safety procedures before starting work. I learned how to use the ‘Identify, Eliminate, Control, Protect and Minimize’ method when preparing a tailboard, how to assess hazards in the workplace, and some of the effective means for safe conditions for work in the utility field,” he says.

Norton also says the company made sure he was prepared.

“I received great safety training when I started my co-op,” he says.

“The company policy was explained and we went through everything in detail, with health and safety training given in relation to our jobs. We went through the building on tour, and learned how it operates.”

Brock Beverley was one of the first students in the Cambrian program. He agrees that his training in school reinforced his conviction that he shouldn’t be afraid to ask questions on the job.

“I know my right to refuse, my right to know, and my right to participate. As a young worker these things are important so you can stop the dangers around you,” he says.

As new workers enter the workforce we need to make sure they are taken care of and made aware of their rights and responsibilities. One day these young apprentices and students will be lead hands and supervisors and will be training yet another generation of young workers.
Workplace violence law takes effect

The province has created new legislation aimed at workplace harassment and violence. The legislation, in the form of amendments to the Occupational Health and Safety Act, protects workers by setting specific duties and requirements for provincially regulated employers.

All such employers must now have a workplace violence and harassment policy—and programs—in place.

Workplace violence

Workplace violence is defined as

- the exercise of physical force by a person against a worker, in a workplace, that causes or could cause physical injury to the worker
- an attempt to exercise physical force against a worker, in a workplace, that could cause physical injury to the worker
- a statement or behaviour that it is reasonable for a worker to interpret as a threat to exercise physical force against the worker, in a workplace, that could cause physical injury to the worker.

Workplace violence includes threatened, attempted, or actual behaviour of a person that causes or is likely to cause physical injury to an employee in the workplace.

Workplace harassment

The new legislation also covers workplace harassment, defined as “engaging in a course of vexatious comment or conduct against a worker in a workplace that is known or ought reasonably to be known to be unwelcome.”

Workplace harassment or bullying is, under the new legislation, persistent or excessive negative behaviour towards a worker in the workplace and includes:

- Engaging in verbal abuse e.g. yelling, name calling, making threats
- Belittling a worker’s opinions
- Spreading malicious rumours
- Undermining or sabotaging a worker’s work
- Deliberately ignoring or excluding a worker (silent treatment).

The new amendments also extend workers’ right to refuse work if they believe that they are at risk of physical injury due to possible workplace violence.

Along with workers’ rights come employers’ responsibilities. Every provincially regulated employer is required to have an effective violence policy and program with adequate procedures, equipment, training, and communications strategies to deal with a violent or potentially violent situation.

Specifically, all such employers will have to:

- prepare policies on workplace violence and harassment and develop and maintain programs to implement them;
- assess the risks of workplace violence based on the nature of the workplace and type of work, and develop measures and procedures to control them;
- if aware of potential for domestic violence, take reasonable precautions to protect workers who are at risk of physical injury;
- alert certain workers to the risk of workplace violence from persons with a history of violent behaviour.

Violence and Harassment in the Workplace Toolkit

A new Violence and Harassment in the Workplace Toolkit will help employers understand the requirements of this legislation and assist them with the development of their workplace violence and harassment prevention policy and programs.

Visit the Violence and Harassment in the Workplace Toolkit web page. Go to www.ihsa.ca and click on Topics on the left. From there you will find the Workplace Violence and Harassment resource section.
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Our consultants can show you how to apply best practices and world-class prevention strategies to your operations, no matter what your company size. Our staff can provide training evaluations, job demands analyses, ergonomic assessments, policy and procedure examples, advice on health and safety management systems, and much more.

**Safety products**

Our wide range of manuals, safe practice guides, safety meeting packages, DVDs, posters, decals, tags, and many other items can help keep you current on all legislative requirements and best practices in your field.

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Visit www.ihsa.ca and sign up for the monthly email magazine, *Health & Safety News*. It’s full of valuable information including prevention tips and enforcement blitz announcements.

To learn more about how we can help you, contact us or visit www.ihsa.ca.

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