



COMPETENT SUPERVISOR HEALTH AND SAFETY TRAINING COURSE

LEGAL DUTY OF SUPERVISORS TO PROTECT WORKERS

The Occupational Health and Safety Act defines a supervisor as a person who has charge of a workplace or authority over a worker.

According to the Ontario Ministry of Labour, a competent supervisor “must have enough knowledge, training and experience to organize the work and how it is to be performed. They must also be familiar with the Occupational Health and Safety Act and any regulations under it that apply to the workplace, and, know about any actual or potential health and safety hazards in the workplace.”

Over the years, members of the workplace Joint Health and Safety Committee (JHSC) acquired extensive health and safety knowledge through their certification training, and sometimes deal with supervisors who aren’t as extensively trained in health and safety.

The Competent Supervisor health and safety training course is designed to bridge this gap by making supervisors more aware of their legal duties and responsibilities, and to provide them with a solid foundation of health and safety knowledge.

The two-day course is designed for supervisors, lead hands, and superintendents, as well as managers, safety representatives, safety coordinators, and stewards from the floor to enhance group work discussions; each workplace party more fully understands issues and concerns facing one another on a daily basis.

This training exceeds the requirements of the Ministry of Labour’s mandatory supervisor awareness training program.

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Objectives

Day 1: Introduction, Legislative Awareness

- Duties of employers, supervisors and workers as outlined in the “green” book: Ontario Occupational Health and Safety Act and Regulations
- Right to refuse unsafe work
- Powers of the Ministry of Labour inspector
- Regulations for Industrial Establishments
- Internal Responsibility System
- Due Diligence

Day 2: Planned Workplace Inspection, Incident Investigation

- Hazard identification
- Planned workplace inspections
- Risk assessment
- Hazard control
- Incident investigations and the Ministry of Labour
- Incident causation models
- Components of an incident investigation
- Remedial action and follow-up

Optional follow-up evaluation on-site

Following the course, health and safety specialists can conduct a follow-up on-site evaluation of the supervisors, focusing on key initiatives requested by the employer, such as a review of supervisor notebooks for completeness, and comparison of incident investigation before and after the training. This option provides the employer with a report outlining supervisor strengths and opportunities for improvement.

Take every precaution reasonable to protect workers

Specific supervisor duties legislated under section 27 of the Occupational Health and Safety Act (OHSA)

- Make sure workers work in compliance with the OHSA and its regulations;
- Make sure workers use any equipment, protective devices or clothing the employer requires;
- Tell workers about any workplace health and safety hazards they are aware of;
- Give workers written instructions on measures and procedures to be followed for their own protection, if prescribed by regulation; and
- Take every precaution reasonable in the circumstances to protect workers.

Additional duties under the Occupational Health and Safety Act

Employers have other significant duties related to supporting a supervisor, including acquainting workers or supervisors with any hazards in the workplace; providing and maintaining equipment and protective devices; and, taking every precaution reasonable in the circumstances to protect workers. Workers also have duties that support the supervisor in their role, for example, to work safely and in compliance with the OHSA and regulations, and, to report any workplace hazards and contraventions of the law to the supervisor or employer.

“This training has helped create a more consistent approach to health and safety throughout our organization. The customized content embedded into the WSN Competent Supervisor course ensures our frontline leaders fully understand their legal and regulated responsibilities, as well as the specific expectations of the company. The follow-up evaluation component of this course was instrumental; the training was validated and reinforced a couple of months afterward when WSN instructors visited and interviewed the supervisors on the job, and reported on strengths and additional training required.”

- Mark Tranter, Corporate Health and Safety Coordinator, Atlantic Packaging Products

About WSN: An independent not-for-profit organization, Workplace Safety North (WSN) is a leading provider of occupational health and safety services, training and resources for mining, mine rescue, forestry, paper, printing and converting sectors, as well as northern Ontario businesses across all sectors.

As one of four designated health and safety associations in Ontario, businesses call upon WSN for expert advice and information, classroom and online training programs, on-site consultations, health and safety audits, industrial hygiene testing, ergonomic assessments, and specific problem-solving.

WSN is your health and safety partner and takes a collaborative approach to better serve your specific needs. For more than 100 years, WSN and its legacy organizations have been helping make Ontario workplaces safer, and share a common vision: every worker home safe and healthy. Please stay connected: subscribe to ‘Every Worker’ newsletter for legislative updates, hazard alerts, and latest news; and follow WSN on LinkedIn and Twitter.

For more information, or to schedule training, contact Workplace Safety North

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