



This newsletter is to inform you of recent changes and trends regarding health and safety. The Turning Point is a monthly newsletter covering topics from various industries and sectors. The Turning Point will respond to your inquiries and inform you of current services and updates regarding Raising the Standard Consulting Inc.

taking the AWE out of AUDIT

(Excerpt from article found at www.WSIB.on.ca)

The word "audit" can strike fear into your heart, even if you have nothing to hide. But for many Ontario employers, an audit by the Workplace Safety and Insurance Board can be more of an opportunity than a challenge.

"It was really more of learning opportunity than an audit," says Mike Lawrenson, of OPS Operational Performance Systems, in Kingston. "Naturally, we found ourselves anxious about the prospect of an audit, but the experience could not have been more positive. We learned a great deal during the process, including how to protect ourselves through health and safety practices and training."

About 10,000 employers are audited each year by the WSIB. These reviews are carried out for a number of reasons, often as part of a random selection or because of a special industry review. Current economic conditions and the WSIB's announcement of a two per cent average premium rate increase for 2011 has increased employer sensitivity about WSIB audits.

"We know that being selected for an audit can be a little scary – especially for small business owners," says WSIB President and CEO David Marshall. "What most people don't realize is that the audit process is more about education than finding fault. In fact, only about half of the audits we do result in an employer owing the WSIB more money." Marshall is proud of the professionalism of the WSIB's audit team. "Our auditors work to make the process as painless as possible," says Marshall. "When an audit shows that an employer should be paying more into the system, we do all we can to come up with reasonable options for payment. That's what keeps the system fair for everyone."

what we CAN do for YOU

The process can be much less stressful than anticipated if your company is prepared. RTS Consulting can assist you by conducting an evaluation which will consist of a review of your health and safety programs, training and the physical condition of your facility. The

MINISTRY OF LABOUR UPDATES

Napanee, Ont. - Lafarge Canada Inc., a manufacturer of construction material, pleaded guilty today to a violation of the Occupational Health and Safety Act (OHSA) that caused the death of a worker. The company was fined \$350,000.

On August 27, 2008, workers at the company's cement plant in Ernestown were lining the inside of a kiln with new bricks. To install bricks on the ceiling of the kiln, the workers used a special rig. The rig was composed of a work platform mounted on four legs with an overhead arch to hold up bricks. As the workers advanced the rig along the sloping kiln floor, they had to adjust its legs to keep the work platform level. As the rig was being adjusted, its platform lurched forward. The workers who had been on the platform fell, as did the rig's arch. The arch, weighing over 400 kilograms, landed on one of the workers, fatally crushing him.

A Ministry of Labour investigation found that a manufacturer's sign on the rig prohibited workers from staying on the rig as it was being moved. The company did not have a written policy or clearly planned procedures for moving and adjusting the rig on the sloping floor of the kiln.

evaluation tool we use incorporates the WSIB Workwell Audit.

This allows RTS Consulting to determine the effectiveness of your occupational health and safety programs through a documentation review, observations practices and procedures in action, interviews with senior staff, middle management, supervisors and workers for verification. This will allow us to get an evaluation of the quality and effectiveness of your health and safety programs.

Our intent is not just to have you pass an audit but effective health and safety systems geared

reducing illness and injuries in your workplace. To succeed, you will need to be involved in the development and implementation process. Our methods have been proven in many industries and business cultures.

We have participated in over TWENTY audits and have a 100% pass rate. WE HAVE SAVED THE LAST TEN ORGANIZATIONS OVER ONE MILLION DOLLARS IN LEVIED SURCHARGES. We have averaged a savings of \$100,000.00 per client. You will be in good hands under our direction.

Call RTS Consulting to book an appointment with one of our qualified consultants!

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Workwell AUDIT

The Workwell Small Business Audit Process

How does a company get selected for a Workwell audit?

Each year the WSIB identifies companies that have a poor health and safety record in terms of cost, incident frequencies and/or severity compared to similar operations. In most cases, these companies will be experiencing more lost time injuries than similar businesses, have higher compensation costs and more severe injuries than their business peers. The information that Workwell uses to select companies for evaluation is based on the incident reports submitted by employers, workers and physicians.

What happens next?

Workwell must notify, in writing, companies that have been selected for an evaluation. After the selection process, Workwell mails a notification package to selected companies. Workwell shares the selection list with the Health and Safety Associations, Ministry of Labour and Prevention System Partners.

Please note: Workwell is required to release the names and addresses of selected companies to requesting parties under the Freedom of Information and Protection of Privacy Act. You may receive calls from private health and safety consultants who have requested the list.

Shortly after you receive the notification package, your Workwell evaluator will contact you and arrange the first appointment to begin the audit process.

Preparing for the first visit

The more you do to prepare for the first audit the better. While it is true that most companies do better on the second evaluation than the first, working towards passing the first evaluation reduces risk in the workplace faster and may bring a quick completion to the Workwell process, saving time and money. Once you are notified, compare your existing health and safety system to what the Small Business Audit Tool requires and, if need be, start working on improvements. This is good time to contact RTS Consulting for expert advice and help.

The first visit

The evaluator will briefly outline the audit process and learns more about the specifics of your business. The evaluator then works with the owner and/or manager and the worker Health and Safety Representative to examine the health and safety program of the business. Using the Workwell Small Business Audit to conduct the assessment, the evaluator will examine health and safety documents, including policies and procedures, observe work practices in action, tour the workplace(s) and conduct interviews with workers. A typical first audit usually lasts a full day. After the first visit, a first audit report will be prepared and sent to the company. The report will identify those safety program components that are in place and recommend improvements needed to implement an effective,

sustainable health and safety management system.

What Does the Workwell Evaluator Look For?

The Workwell evaluator will verify the existence, application, implementation and enforcement of the applicable sections of the Small Business Audit during the first and second audit.

"D" – Documentation

"O" – Observation

"I" – Interview

The Evaluator will review copies of the operation's safety program documentation. Documentation may include: rules, procedures, inspection reports, training records and meetings, if safety committees are used.

Inspection

Observation informs the Evaluator about how well the safety program standards are being implemented. Observations may include notice boards, labels, signs, work activity, machinery operation, orderliness or use of personal protective equipment or clothing.

Workforce

The Evaluator will discuss the entire evaluation process with management and workforce representatives. During the site walk-about, the Evaluator may informally speak with the workers to appraise safety practices.

Please note: To successfully pass the Workwell audit process on the first audit a score of 75% or more must be awarded by the evaluator. If 75% is not achieved a second audit will occur.

The second visit

For businesses that do not obtain a passing score of 75% on the first audit, a second audit will be booked for six months in the future. The small business has this time to address all recommended improvements. RTS Consulting has qualified consultants and excellent resources to help you improve your health and safety management system.

The second audit will look at all the sections of the first audit that did not receive a passing grade. Again, the evaluator looks for documentation, implementation and observable safe work practices in assessing the workplace. If a score of 75% or higher is achieved on the second audit, the Workwell process is over. Should the small business score less than 75%, a premium surcharge is applied to the company.

Financial penalty

The premium surcharge can range between 10% (for a score of 74.9%) and 75% (for a score of 0%) of the premiums paid to the WSIB in the year the business was selected by Workwell. The premium surcharge is capped at a maximum of \$500,000.

Surcharge Calculation Example: The % surcharge is calculated using the formula $[75 - (\text{Score} \times .8678)] / 100$. Assuming an evaluation score of 50%, the premium surcharge would be 31.6% of the annual premiums paid in the selection year. $[75 - (50 \times .8678)] = 31.6\%$.

OCCUPATIONAL HEALTH AND SAFETY

Panel Recommendations

News Release - December 16, 2010

Ontario is taking action to address the recommendations from an expert panel report that will help improve workplace health and safety. In January of 2010, the Minister of Labour appointed Tony Dean as Chair of the Expert Advisory Panel to lead a review of Ontario's Occupational Health and Safety (OHS) Prevention and Enforcement system. The appointed panel included three members each from labour, employers and academia with workplace health and safety expertise.

Workplace fatalities have raised serious concerns among stakeholders and the public about compliance with legislative and regulatory requirements, enforcement, and the prevention of workplace injuries and fatalities, particularly as they relate to vulnerable workers.

Stakeholders are also concerned that:

- ✓ prevention resources are not sufficiently integrated/coordinated
- ✓ prevention activities and expenditures are duplicated unnecessarily
- ✓ prevention and compliance efforts of small business are inadequately supported, and that;
- ✓ workplace parties are unaware of their basic rights and responsibilities.

The Panel's consensus report highlights the need for:

- ✓ enhanced training, including basic awareness training requirements for workers and supervisors, training for high-hazard work, as well as training for health and safety representatives
- ✓ greater access to health and safety resources and support
- ✓ improved protections for workers against employer reprisals for raising health and safety concerns, and
- ✓ a new OHS system structure to create more effective prevention programs that are aligned with enforcement efforts.

The recommendations balance the need to provide better protection and support for workers (especially young and new workers and recent immigrants) with the need to improve resources and compliance supports for the business community (particularly small businesses).

PUBLIC TRAINING COURSES

The following is an example of a few of the training courses we offer. For a full list, please contact us.



JHSC Certification Part 1 Training (2-day course)

\$350.00 +HST - 2 days
Mar 15-16 | April 12-13, 2011

JHSC Certification Part 2 Training (length depends on industry)

Service Sector (office, hotels/restaurants, retail, etc.)
\$195.00 +HST - 1 day
Mar 29 | Apr 26, 2011

Healthcare, Warehouse/Distribution, Manufacturing
\$295.00 +HST - 2 days
Mar 29-30 | Apr 26-27, 2011

Construction (including 1 day fall Protection)
\$370.00 +HST - 3 days
Mar 29-31 | Apr 26-28, 2011

Sign-Up Now >>

WEB-BASED training

Raise the safety, health, and productivity of your employees to the top of your agenda and provide training solutions that deliver real results. We provide web-based training programs for the convenience of your organization. Please visit our web-site to register.



Hand Tools and Automotive Lifts

Identify the Hazards and Controls Regarding: Hand Tools, Hoists, Fixed, Power, Electrical and Pneumatic Tools, Guarding, Power Lifting Equipment, Automotive Lifts.

Joint Health and Safety Committee

Participants will be able to: know the legislative requirements for establishing a JHSC, describe the powers, functions and duties of JHSCs and their members, describe the activities of an effective JHSC, etc.

Machine Safety and Lockout / Tagout Procedure

Learn about Workplace Responsibilities, Machine Guarding and the Law, Understanding Machine Related Hazards Lockout / Tagout, Applicable Legislation, Hazard Identification, Lockout Procedures.

Health, Safety and The Law

Provide participants with a working knowledge of the Occupational Health and Safety Act and related legislation and more.

Manager and Supervisor Safety Orientation

Learn about Management Responsibilities, Right to Refuse, JHSC, Hazard Recognition, Workplace Accidents, Emergency Procedures, New Employee Orientation, Transfer and Promotion, etc.

Material Handling

This course is designed to teach workers about proper material handling techniques. Upon completion of this course, workers should be able to: describe what factors contribute to back injuries, explain proper lifting techniques, etc.

Accident Investigation

The goal of this module is to ensure you will be able to: recognize the need for an investigation, investigate the scene of the accident, interview victims & witnesses, determine root causes, compile data and prepare reports, make recommendations, etc.

Health Hazards: Recognition, Assessment and Control

The goal of this module is to ensure you will be able to: understand the law pertaining to health and safety hazards, define occupational injury and illness, understand the four types of workplace health hazards, etc.

Workplace Inspection

Provide participants with an understanding of their legal rights and responsibilities with regard to workplace inspections and to prepare them for carrying out effective workplace inspections.

Slips, Trips and Falls

Objective of this training is to: understand the causes and effects of falls in the workplace, to understand legislation relating to slip, trip and fall hazards, to be able to identify potential slip, trip and fall hazards, etc.

WHMIS

Explain how WHMIS is implemented in law, explain how the law defines a controlled product, explain how the law defines hazardous ingredients, identify the exclusions, etc. Register to access the complete training material.

Worker Safety Orientation

Worker Responsibilities, Right to Refuse, Joint Health and Safety Committee, Hazard Recognition, First Aid, Workplace Accidents and more.



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