

Joint Occupational Health and Safety Committees

Course Overview:

This course examines the role of the JHSC and the committees' and its members' duties, including the protocols and procedures that must be followed to ensure effective meetings and proper documentation.

Who Should Take the Course?

This course is based on the legislated requirements for JHSCs in Canada. It should be provided to any member of a workplace that is being asked to participate in their JHSC.

Course Objectives:

Upon completion, participants will be able to:

- Describe the role of the JHSC
- Recognize that it is the employer's responsibility to establish a JHSC when required, and know the factors that must be considered when setting up the committee
- Identify the general responsibilities of committee members and the specific responsibilities of the Chair/Co-Chairs and Secretary
- Know what should be included in the JHSC Terms of Reference
- Understand appropriate protocols and procedures related to planning meetings, conducting meetings, and maintaining appropriate records of meetings

Evaluation Process:

A the end of the course there is a test. Participants must successfully complete the test before achieving a certificate of completion. Participants that do not achieve a passing score of 80% can review the module content and try as many times as necessary to advance and complete the course.

Upon successfully completing the course, there is a printable certificate for your records.

Course Duration:

This online course is self-paced. Participants may leave the course at any time and can resume where they left off. The duration will depend on the individual participant and their prior knowledge of the subject matter. On average, the course will take about 1-2 hours to complete.