



**FOR ENDORSEMENT &
FORWARDING**

PUBLIC

CLOSED SESSION

TO: Executive Committee

SPONSOR: Professor Angela Hildyard, Vice-President, Human Resources &
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PRESENTER: See above
CONTACT INFO:

DATE: January 26, 2016 for February 9, 2016

AGENDA ITEM: 4 (d.)

ITEM IDENTIFICATION:

University of Toronto Health and Safety Policy.

JURISDICTIONAL INFORMATION:

Section 5 of the Terms of Reference for the Business Board states that the Board has the authority to monitor and recommend “policy on the occupational health and safety of members of the staff of the University and other policy pertaining to the health and safety of all members of, and visitors to, the University except for those matters falling within the terms of reference of the University Affairs Board.”

GOVERNANCE PATH:

1. Business Board [For Recommendation] (January 25, 2016)
2. **Executive Committee [For Endorsement and Forwarding] (February 9, 2016)**
3. Governing Council [For Approval] (February 25, 2016)

PREVIOUS ACTION TAKEN:

The *Health and Safety Policy* was most recently amended in 2013. The Business Board recommended the *Policy* at its meeting on January 25, 2016.

HIGHLIGHTS:

Under the *Occupational Health & Safety Act*, Section 25, an Employer is expected to prepare and review, at least annually, a written health and safety policy and develop and maintain a program to implement that policy.

In 2014, the government passed Bill 18, *Stronger Workplaces for a Stronger Economy Act, 2014*, which amended the definition of a “worker” under the *Occupational Health and Safety Act (OHSA)*, which now includes students who undertake unpaid work placements as part of their academic program and other individuals that would be considered workers for the purposes of the OHSA*.

We are therefore proposing the modification of the *Policy* to reflect the new definition of “worker” under the *Occupational Health & Safety Act*.

* Definition of “worker” in subsection 1 (1) of the Occupational Health and Safety Act: “worker” means any of the following:

1. A person who performs work or supplies services for monetary compensation.
2. A person who performs work or supplies services for no monetary compensation under a program approved by a college of applied arts and technology, university or other post-secondary institution.
3. A person who receives training from an employer, but who, under the Employment Standards Act, 2000, is not an employee for the purposes of that Act because the conditions set out in subsection 1 (2) of that Act have been met.
4. Such other persons as may be prescribed who perform work or supply services to an employer for no monetary compensation; (“worker”)

FINANCIAL IMPLICATIONS:

N/A

RECOMMENDATION:

Be It Resolved

THAT the following recommendations be endorsed and forwarded to the Governing Council:

THAT the revised *University of Toronto Health and Safety Policy*, dated January 25, 2016, be approved.

THAT the on-going application of the *University of Toronto Health and Safety Policy*, dated January 25, 2016, be confirmed.

DOCUMENTATION PROVIDED:

University of Toronto Health and Safety Policy, January 25, 2016



University of Toronto

Health and Safety Policy

The University of Toronto is committed to the promotion of the health, safety and wellbeing of all members of the University community, to the provision of a safe and healthy work and study environment, and to the prevention of occupational injuries and illnesses.

The Governing Council, the President and all levels of management will work in consultation and cooperation with University employees, joint health and safety committees, students, contractors and visitors to ensure that the requirements of the Occupational Health and Safety Act and its regulations, other applicable legislation with supporting guidelines and procedures, and the University's Occupational Health and Safety Management System are fully implemented and integrated into all University work and study activities.

Where reasonable, the University will strive to exceed the legislated requirements by adopting the best practices available to protect the University community and to promote a positive health and safety culture. The University will work towards continuous improvement in its health and safety program.

Managers and supervisors, whether academic or administrative, will take responsibility and accountability for the health and safety of all workers (i.e., employees and certain others as set out in OHSA – Bill 18) under their direction and those workplaces under their charge. They will advise their workers of the existence of potential or actual workplace hazards, and will ensure that they work safely and in accordance with the Occupational Health and Safety Act and its regulations, and all applicable University policies and procedures. They will take every precaution reasonable in the circumstances for the protection of their workers.

All University workers, including faculty, librarians, and non-unionized and unionized employees, have some responsibility for ensuring health and safety in the workplace. Workers will work safely and in compliance with the Occupational Health and Safety Act and its regulations, and University policies and procedures. Workers will report all unsafe and unhealthy conditions and practices in the workplace to their immediate supervisors so that they may be promptly remedied.

Contractors, tenants and visitors at the University will comply with all relevant legislation, as well as University of Toronto policies and procedures.

The University is also committed to ensuring that health and safety is considered in all aspects of student life. Students are responsible for conducting themselves in a safe manner, and are required to comply with all relevant legislation, University policies and procedures.

The University's Framework on Off-Campus Safety addresses health and safety responsibilities for faculty, staff and students engaged in field research beyond their geographical boundaries of the University.

Individuals who fail to meet their obligations concerning health and safety may, depending on the circumstances, face appropriate disciplinary action, up to and including discharge.

The Vice-President Human Resources and Equity will provide quarterly reports on compliance with the Policy and its regulations and guidelines, as well as an annual report on health and safety.

A handwritten signature in black ink, appearing to read "Angela Hildyard". The signature is written in a cursive, flowing style.

Angela Hildyard
Vice-President
Human Resources and Equity
January 25, 2016