

# Trades Access Common Core

## **Line A: Safe Work Practices** **Competency A-2: Describe WorkSafeBC Regulations**





# Trades Access

## COMMON CORE

Line A: Safe Work Practices  
Competency A-2: Describe WorkSafeBC Regulations

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## Foreword

The BC Open Textbook Project began in 2012 with the goal of making post-secondary education in British Columbia more accessible by reducing student cost through the use of openly licensed textbooks. The BC Open Textbook Project is administered by BCcampus and is funded by the British Columbia Ministry of Advanced Education.

Open textbooks are open educational resources (OER); they are instructional resources created and shared in ways so that more people have access to them. This is a different model than traditionally copyrighted materials. OER are defined as teaching, learning, and research resources that reside in the public domain or have been released under an intellectual property licence that permits their free use and repurposing by others (Hewlett Foundation). Our open textbooks are openly licensed using a Creative Commons licence, and are offered in various e-book formats free of charge, or as printed books that are available at cost. For more information about this project, please contact [opentext@bccampus.ca](mailto:opentext@bccampus.ca). If you are an instructor who is using this book for a course, please let us know.

## Preface

The concept of identifying and creating resources for skills that are common to many trades has a long history in the Province of British Columbia. This collection of Trades Access Common Core (TACC) resources was adapted from the 15 Trades Common Core line modules co-published by the Industry Training and Apprenticeship Commission (ITAC) and the Centre for Curriculum Transfer and Technology (C2T2) in 2000-2002. Those modules were revisions of the original Common Core portion of the TRAC modules prepared by the Province of British Columbia Ministry of Post-Secondary Education in 1986. The TACC resources are still in use by a number of trades programs today and, with the permission from the Industry Training Authority (ITA), have been utilized in this project.

These open resources have been updated and realigned to match many of the line and competency titles found in the Province of BC's trades apprenticeship program outlines. A review was carried out to analyze the provincial program outlines of a number of trades, with the intent of finding common entry-level learning tasks that could be assembled into this package. This analysis provided the template for the outline used to update the existing modules. Many images found in ITA apprentice training modules were also incorporated into these resources to create books that are similar to what students will see when they continue their chosen trades training. The project team has also taken many new photographs for this project, which are available for use in other trades training resources.

The following list of lines and competencies was generated with the goal of creating an entry-level trades training resource, while still offering the flexibility for lines to be used as stand-alone books. This flexibility—in addition to the textbook content being openly licensed—allows these resources to be used within other contexts as well. For example, instructors or institutions may incorporate these resources into foundation-level trades training programming or within an online learning management system (LMS).

### Line A – Safe Work Practices

- A-1 Control Workplace Hazards
- A-2 Describe WorkSafeBC Regulations
- A-3 Handle Hazardous Materials Safely
- A-4 Describe Personal Safety Practices
- A-5 Describe Fire Safety

### Line B – Employability Skills

- B-1 Apply Study and Learning Skills
- B-2 Describe Expectations and Responsibilities of Employers and Employees
- B-3 Use Interpersonal Communication Skills
- B-4 Describe the Apprenticeship System

**Line C – Tools and Equipment**

- C-1 Describe Common Hand Tools and Their Uses
- C-2 Describe Common Power Tools and Their Uses
- C-3 Describe Rigging and Hoisting Equipment
- C-4 Describe Ladders and Platforms

**Line D – Organizational Skills**

- D-1 Solve Trades Mathematical Problems
- D-2 Apply Science Concepts to Trades Applications
- D-3 Read Drawings and Specifications
- D-4 Use Codes, Regulations, and Standards
- D-5 Use Manufacturer and Supplier Documentation
- D-6 Plan Projects

**Line E – Electrical Fundamentals**

- E-1 Describe the Basic Principles of Electricity
- E-2 Identify Common Circuit Components and Their Symbols
- E-3 Explain Wiring Connections
- E-4 Use Multimeters

All of these textbooks are available in a variety of formats in addition to print:

- PDF—printable document with TOC and hyperlinks intact
- HTML—basic export of an HTML file and its assets, suitable for use in learning management systems
- Reflowable EPUB—format that is suitable for all screen sizes including phones

All of the self-test questions are also available from BCcampus as separate data, if instructors would like to use the questions for online quizzes or competency testing.

**About This Book**

In an effort to make this book a flexible resource for trainers and learners, the following features are included:

- An introduction outlining the high-level goal of the Competency, and a list of objectives reflecting the skills and knowledge a person would need to achieve to fulfill this goal.
- Discrete Learning Tasks designed to help a person achieve these objectives
- Self-tests at the end of each Learning Task, designed to informally test for understanding.
- A reminder at the end of each Competency to complete a Competency test. Individual trainers are expected to determine the requirements for this test, as required.
- Throughout the textbook, there may also be links and/or references to other resources that learners will need to access, some of which are only available online.
- Notes, cautions, and warnings are identified by special symbols. A list of those symbols is provided below.

## Symbols Legend



**Important:** This icon highlights important information.



**Poisonous:** This icon is a reminder for a potentially toxic/poisonous situation.



**Resources:** The resource icon highlights any required or optional resources.



**Flammable:** This icon is a reminder for a potentially flammable situation.



**Self-test:** This icon reminds you to complete a self-test.



**Explosive:** This icon is a reminder for a possibly explosive situation.



**Safety gear:** The safety gear icon is an important reminder to use protective equipment.



**Electric shock:** This icon is a reminder for potential electric shock.

## Safety Advisory

Be advised that references to the Workers' Compensation Board of British Columbia safety regulations contained within these materials do not/may not reflect the most recent Occupational Health and Safety Regulation. The current Standards and Regulation in BC can be obtained at the following website: <http://www.worksafebc.com>.

Please note that it is always the responsibility of any person using these materials to inform him/herself about the Occupational Health and Safety Regulation pertaining to his/her area of work.

BCcampus  
January 2015

## Disclaimer

The materials in the Trades Access Common Core Open Textbook project are for use by students and instructional staff and have been compiled from sources believed to be reliable and to represent best current opinions on these subjects. These manuals are intended to serve as a starting point for good practices and may not specify all minimum legal standards. No warranty, guarantee or representation is made by BCcampus as to the accuracy or sufficiency of the information contained in these publications. These manuals are intended to provide basic guidelines for trade practices. Do not assume, therefore, that all necessary warnings and safety precautionary measures are contained in this module and that other or additional measures may not be required.



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## Introduction

In most provinces, one or more agencies are responsible for safe, healthful working environments at job sites. These organizations normally have names such as the Workers' Compensation Board (WCB) or the Occupational Health and Safety Department. *WorkSafeBC* is the provincial organization that promotes workplace health and safety for workers and employers in BC. When a work-related injury, disease, or death occurs, WorkSafeBC collaborates with those involved to provide return-to-work rehabilitation, health-care benefits, compensation, and a range of other services. WorkSafeBC also consults with and educates employers and workers on safe work practices. This includes monitoring workplaces within its jurisdiction.

There are a number of documents that are covered in this Competency, as listed below. All of these must be complied with to ensure a safe work environment.

- The **Workers Compensation Act** (WCA) is the provincial legislation that authorizes and guides WorkSafeBC (the Workers' Compensation Board of BC). The WCA also explains the rights and responsibilities of employers and workers concerning health and safety.
- The **Hazardous Products Act** is federal legislation that defines the materials that are to be included in the Workplace Hazardous Materials Information System (WHMIS). *This information will be covered later in this line as a separate competency.*
- The **OHS Regulation** contains the legal requirements that all workplaces must meet under the inspection jurisdiction of WorkSafeBC. WorkSafeBC regularly reviews the requirements of the OHS Regulation based on experience and on changes in knowledge, technology, and work practices.
- The **OHS Guidelines** are intended to help provide ways to comply with legislation, not to provide exclusive interpretations. They can supply information on technical matters necessary to effectively and consistently apply the *Act* and Regulations. As the OHS Guidelines are dynamic documents, with regular updates and additions, they are best maintained and accessed online.



Go to the WorkSafeBC website and look at the Introduction tab for a more complete explanation of each of these documents:

<http://www2.worksafebc.com/Publications/OHSRegulation/Introduction.asp>

## Objectives

You must be familiar with the *Workers Compensation Act* and *Workers' Compensation Board of BC* (WorkSafeBC).

When you have completed the Learning Tasks in this Competency, you should be able to:

- define terms used in the *Workers Compensation Act*
- describe the conditions under which compensation will be paid and the benefits available
- describe the workplace responsibilities of WorkSafeBC (the *Workers' Compensation Board*), the employer, and the worker
- describe the WCA requirements for reporting accidents
- use the *Occupational Health and Safety Regulation*

## Resources



You will be required to reference publications and videos available online at:

<http://www.worksafebc.com/>



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**LEARNING TASK 1**

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## Define terms used in the Workers Compensation Act

The *Workers Compensation Act* (WCA) has four parts with several divisions in each part as well as a set of definitions at the beginning:

- Part 1, “Compensation to Workers and Dependants,” is organized into six divisions and deals with matters such as compensation assessments, governance of WorkSafeBC, and general administrative procedures.
- Part 2 deals with the liability of employers in industries not within the scope of Part 1.
- Part 3, “Occupational Health and Safety,” addresses matters such as the rights and responsibilities of workplace parties, joint committees and worker representatives, protection against discrimination, and WorkSafeBC administrative procedures and regulation-making authority.
- Part 4, “Appeals,” deals with appeals and the role of the Workers’ Compensation Appeal Tribunal.

### Definitions in the Act

At the start of the WCA, there is a section dedicated to definitions; this ensures that the reader has a reference to the context of specific terms used within the document. If a word is not defined in this section, then the regular dictionary definition applies.



Go to <http://www.worksafebc.com/> and use the search tool to find the full electronic version of the WCA.

Review the definitions of the following words in the Act:

- accident
- board
- compensation
- construction
- dependant
- employer
- employment
- industry
- member of family
- person
- reconsider
- regulation
- retirement benefit
- worker



Now complete the Learning Task Self-Test.

## Self-Test 1

1. What is the definition of a “regulation” according to the *Workers Compensation Act*?
  - a. Time allotted to report an incident
  - b. Rules to determine who is eligible for compensation
  - c. Description of who is responsible for a worker’s claim
  - d. Rules of law to guide safe work procedures and policy
  
2. Under what jurisdiction is the *Hazardous Products Act* found?
  - a. Local
  - b. Federal
  - c. Provincial
  - d. Municipal
  
3. Under what jurisdiction is the *Workers Compensation Act* found?
  - a. Local
  - b. Federal
  - c. Provincial
  - d. Municipal
  
4. It is the worker’s responsibility to be familiar with the *Workers Compensation Act*.
  - a. True
  - b. False

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## LEARNING TASK 2

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# Describe WCA conditions of compensation

All employers in British Columbia are assessed a fee, which together cover all of WorkSafeBC's operating costs. Assessments pay for inspecting the work site, training workers, and all the direct costs of job site injuries.

WorkSafeBC collects insurance premiums from employers to cover the cost of workplace insurance. Employers are required to pay premiums, just as anyone would for any other insurance. Premiums are based on the assessable earnings of the workers. The assessed rate is based on the industry classification and the company's past history. The premiums collected pay the costs associated with work-related injuries and diseases, including health care, wage loss, rehabilitation, and administration.

## Workers who are covered

In most provinces, all workers, whether permanent or casual, in the industries listed below are covered by the legislation (casual workers are those not on the regular payroll or in steady employment with a particular industry):

- communications
- lumbering
- fishing
- mining or quarrying
- manufacturing
- retail sales
- public utilities
- wholesale supply
- transportation
- government agencies
- construction

*Check the provincial legislation to determine exactly what occupations are covered.*

## Compensated injuries and job-related illness

Workers' compensation is a "no-fault" insurance policy. This means that in most cases a worker who is injured during work will be eligible for compensation. The *Act* outlines the compensation for personal injury claims in Part 1 Division 2. Workers normally receive compensation if they are covered under the legislation and "if, in the course of employment" they:

- suffer personal injury or death
- suffer a mental disorder

- contract an occupational disease such as mercury or lead poisoning, silicosis, asbestosis and other lung ailments, heart attack, radiation sickness, cancers of various kinds, asthma, tendonitis, and heat stress
- suffer from a loss of hearing

## Circumstances for compensation

If a worker is injured or becomes ill “in the course of employment,” that worker will normally receive compensation. The phrase “in the course of employment” does not mean the person has to be at work: it means the worker must be doing something that is connected with the employment.

In deciding if an injured worker is eligible to receive compensation for injury or illness, WorkSafeBC considers the following questions:

- Did it occur on the employer’s premises?
- Did it occur in the process of the worker doing something for the employer?
- Did it occur during an activity done in response to instructions from the employer?
- Did it occur while using equipment or materials supplied by the employer?
- Did it occur while receiving payment or other consideration from the employer?
- Was the risk that the worker was exposed to the same as the risk a worker is normally exposed to?
- Did it occur during a time period for which the worker was being paid?
- Was it caused by some activity of the employer or a co-worker?

After considering the questions listed above, the Board allows claims that are not directly related to “work” but are related to “employment.”

The examples below describe the types of decisions WorkSafeBC has made:

- A truck driver was hit by a car while crossing the street to return to her truck. She had been cashing her paycheque on company time. She was compensated for her injury.
- A mine worker in a remote mining camp fell down the bunkhouse steps in the leisure hours after his shift. He received compensation.
- A carpenter hired in Vernon was travelling to Vancouver to a new job. He was killed in an automobile accident. His widow received compensation.
- A worker was staying in a hotel while on company business. She fell in the hotel bathroom and fractured an ankle. She received compensation.
- A worker contracted a lung disease many years after working with asbestos fibres. He was compensated.



## Worker benefits

When a worker's claim is accepted, he or she will begin receiving benefits from WorkSafeBC.



The type and duration of the benefits depend on the nature of the injury and the work:

### Wage-loss benefits

<https://www.worksafebc.com/en/claims/benefits-services/wage-loss-benefits>

### Health-care benefits

<https://www.worksafebc.com/en/claims/benefits-services/health-care-benefits>

### Permanent disability and death benefits

<https://www.worksafebc.com/en/claims/benefits-services/permanent-disability-benefits>

WorkSafeBC benefits begin immediately. Note that:

- The employer is responsible for a worker's wages on the day of injury.
- Wage-loss benefits from WorkSafeBC start the first scheduled shift lost after the day of a work-related injury or disease.
- Health-care costs are covered on the day of injury.

A worker receives wage-loss benefits until the case manager concludes the worker is able to return to work or has recovered from the injury. If an employer can provide light or modified duties, and it's safe for the worker to do them, he or she can return to work to conduct those duties.

WorkSafeBC benefits can be suspended if:

- The worker does not attend or does not co-operate in a medical examination or program arranged by WorkSafeBC.
- The worker participates in any activity that might delay recovery.
- The worker refuses treatment recommended by WorkSafeBC.
- The claim is fraudulent.

Compensation benefits, also known as *wage-loss benefits*, are based on 90% of a worker's average net earnings. Therefore, WorkSafeBC must determine both the average earnings of a worker as well as the worker's net earnings. Also, there are rules for short-term average net earnings (compensation up to 10 weeks) and special rules for long-term average net earnings (when the worker is disabled beyond 10 weeks).



Now complete the Learning Task Self-Test.

## Self-Test 2

1. What factors can be used to assess a company's insurance premiums?
  - a. Company earnings
  - b. Inspections, training of workers, and operating costs
  - c. Industry classification, a company's history, and employee's earnings
  - d. Number of vehicles in a company's fleet, and number of older workers
2. When would a worker expect to be denied compensation?
  - a. If the worker suffers hearing loss
  - b. If the worker injures him- or herself as a result of clumsiness
  - c. If the worker contracts an occupational disease such as silicosis
  - d. None of the above
3. A worker who receives an injury while living in a remote camp should not expect to be compensated.
  - a. True
  - b. False
4. There is often a two-week waiting period before benefits are paid out.
  - a. True
  - b. False
5. Which of the following activities could result in the suspension of benefits?
  - a. Receiving acupuncture treatment for an injury
  - b. Visiting your family doctor to discuss recovery
  - c. Refusing to co-operate in a WorkSafeBC medical examination
  - d. Claiming you are suffering from an occupational disease, not an injury
6. WorkSafeBC benefits cover all medical expenses except for costs from the day of the injury because the claim was not active yet.
  - a. True
  - b. False

7. The phrase “in the course of employment” means a worker is only performing tasks at work, on the clock.
  - a. True
  - b. False
  
8. When can a worker return to work?
  - a. When the case manager deems the worker ready for work
  - b. If the employer can provide modified or light duty deemed safe
  - c. When the worker has recovered from the injury and it is safe to work again
  - d. All of the above



---

**LEARNING TASK 3**

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## State the responsibilities of employers, workers, and others at the workplace

A safe workplace is one that has a variety of people working together to ensure proper workplace safety is followed. Each person has a certain responsibility, and if each does her or his part, a safe workplace should result. *The Workers Compensation Act (WCA)* identifies the responsibilities of three main groups, as shown in Figure 1. In some cases an individual may have responsibilities in more than one group.

- Employer
- Worker
- Other:
  - Owner
  - Supervisor
  - Supplier

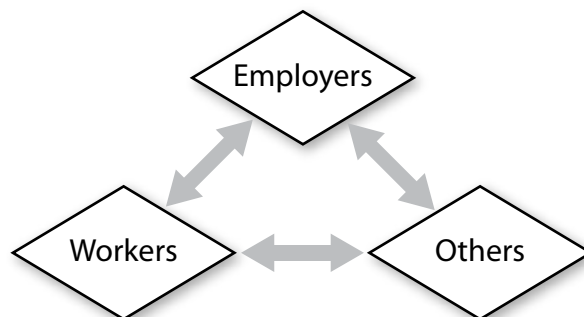


Figure 1 — Workplace safety responsibility

Part 3, Division 3, Sections 115–124 of the WCA identify the general duties of employers, workers, and others in the workplace.

### Employers' workplace responsibilities

The WCA identifies responsibilities that are common to all places of employment. To ensure health and safety, the employer must:

- remedy workplace hazardous conditions
- ensure that workers:
  - are aware of known or foreseeable hazards of their work
  - comply with the *Act* and Regulation
  - are made aware of their rights and duties
- establish occupational health and safety policies

- provide and maintain protective equipment, devices, and clothing as required
- provide information, instruction, training, and supervision to workers in carrying out their work
- make a copy of the *Act* and Regulation available for review by workers
- co-operate with workplace safety representatives and WorkSafeBC

## Workers' workplace responsibilities

According to the *WCA*, the worker is responsible for his or her own safety on the job as well as the safety of others. The *Act* states that every worker must:

- carry out work in accordance with established safe work procedures
- use and wear protective equipment, devices, and clothing as required
- not engage in horseplay or similar conduct that endangers the worker or others
- ensure that the worker's ability to work is not impaired by alcohol, drugs, or other causes
- report to the supervisor or employer:
  - issues contravening the *Act* or Regulation
  - defects in or absence of protective equipment, devices, and clothing
  - existence of any hazards that the worker considers potentially dangerous
- co-operate with workplace safety representatives and WorkSafeBC

## Supervisors' workplace responsibilities

To ensure the health and safety of the workers under their direct supervision, a supervisor must:

- be knowledgeable about the *Act* and any regulations that apply to their workplace
- ensure workers are made aware of all known or reasonably foreseeable health or safety hazards in the area where they work
- consult and co-operate with workplace safety representatives and WorkSafeBC

## Owners' workplace responsibilities

Every owner of a workplace must:

- provide and maintain the owner's land and premises that are being used as a workplace in a manner that ensures the health and safety of persons at or near the workplace
- give to the employer or prime contractor at the workplace the information known to the owner that is necessary to identify and eliminate or control hazards to the health or safety of persons at the workplace

## Suppliers' workplace responsibilities

Every supplier must:

- ensure that any tool, equipment, machine, or device, or any biological, chemical, or physical agent supplied by the supplier is safe when used according to the directions provided by the supplier
- ensure that any biological, chemical, or physical agent supplied by the supplier is labelled according to the applicable federal and provincial legislation
- maintain any tool, equipment, machine, or device in safe condition if the supplier has responsibility under a leasing agreement to maintain it



Now complete the Learning Task Self-Test.

## Self-Test 3

1. Who is responsible for a worker's safe behaviour?
  - a. The owner
  - b. The worker
  - c. The employer
  - d. The supervisor
  
2. Who is responsible for making workers aware of hazards on the job?
  - a. The owner
  - b. The worker
  - c. The supplier
  - d. The supervisor
  
3. Who is responsible for removing any known workplace hazards?
  - a. The owner
  - b. The worker
  - c. The supplier
  - d. The employer
  
4. Who is responsible for ensuring any biological, chemical, or physical agent is properly identified and labelled according to local regulations?
  - a. The owner
  - b. The worker
  - c. The supplier
  - d. The employer
  
5. Where can you find the description of the responsibilities of employers, workers, and others to create a safe workplace?
  - a. WHMIS
  - b. Right to Work Act
  - c. Hazardous Products Act
  - d. Workers Compensation Act



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## LEARNING TASK 4

---

# Describe the WCA requirements for reporting workplace accidents

Whenever an injury occurs, both the worker and employer have an obligation to report the incident and injury. The worker is obliged to let the employer know, and the employer must report to WorkSafeBC. If either one fails to provide the required information, a claim for compensation will be affected.

## Worker report

The worker must inform the employer of the incident as soon as reasonably possible after it occurs. The report must include the name of the worker, the time and place the injury occurred, and the nature of the injury. Informing the supervisor, first aid attendant, or superintendent will comply with the requirement to report to the employer. If requested by the employer, the worker must also provide the details of the injury by filling out a WorkSafeBC form. This information will also assist the employer in filling out the Form 7 injury and incident report.



Go to the WorkSafeBC website now and look at an example of Form 6A, Worker's report of injury or occupational disease to employer, found in the Forms tab, or use this link:

<http://www.worksafebc.com/forms/default.asp>

When applying for compensation and reporting a work-related injury or occupational disease, the worker can go to the WorkSafeBC website to find a number of reporting options under the Claims tab: [http://www.worksafebc.com/claims/report\\_injury/worker\\_incident\\_injury\\_report/default.asp](http://www.worksafebc.com/claims/report_injury/worker_incident_injury_report/default.asp)

A worker will need details of the incident that caused the injury, the earnings information for any missed work, and health-care provider information for any medical treatment.

### Option 1: Call Teleclaim

If a worker has missed work because of an injury, the first step is to start a claim by calling Teleclaim at 1 888 WORKERS (1 888 967-5377), Monday to Friday from 8 a.m. to 6 p.m. The claims representative will provide the worker with a user ID and password to check claim details.

### Option 2: Submit the form online

If a worker has missed work because of an injury and has a user ID and password, he or she can submit a Form 6 online. The advantage of having this type of online account is that the worker can log on later to see more details about the claim, including correspondence, claim decisions, and payment information.

**Option 3: Report injuries not resulting in loss of time from work**

If a worker has not missed work because of an injury, all that is required is to report the details about the incident to the employer as soon as possible.



You can see an example of an application for compensation, Form 6, at this location:

<http://www.worksafebc.com/forms/assets/PDF/6.pdf>

**Employer report**

An employer must report to WorkSafeBC within three days of every injury or disabling occupational disease occurring to a worker that is—or is claimed to be—one arising out of and in the course of employment.

An employer must *immediately* report to WorkSafeBC the death of a worker whether the cause of death is claimed to have arisen from the work or outside the workplace.

The employer's report must be on the proper form supplied by WorkSafeBC. Failure to report an injury is an offence and could result in penalties.



You can see a sample of the employer's report of injury or occupational disease, Form 7, on the WorkSafeBC website in the Forms tab, or you can use this link:

<http://www.worksafebc.com/forms/default.asp>

For employers, the quickest and easiest way to report a worker's injury or illness is online. The employer's incident and injury report is located here:

[http://www.worksafebc.com/claims/report\\_injury/incident\\_and\\_injury\\_report/default.asp](http://www.worksafebc.com/claims/report_injury/incident_and_injury_report/default.asp)



Now complete the Learning Task Self-Test.

## Self-Test 4

1. How soon must an employer report a worker's injury to WorkSafeBC?
  - a. Within 24 hours
  - b. Within 48 hours
  - c. Within 72 hours
  - d. Before the end of the day
  
2. How soon must a worker report an injury or occupational disease to the employer?
  - a. Within 24 hours
  - b. Within 48 hours
  - c. Within 72 hours
  - d. As soon as reasonably possible
  
3. Once a worker has reported an injury to the employer, the reporting process is complete.
  - a. True
  - b. False
  
4. When the worker reports an injury-causing incident that required medical treatment, what information will he or she will need?
  - a. Earnings information
  - b. Details of the incident
  - c. Name of health-care provider
  - d. All of the above



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**LEARNING TASK 5**


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## Use the Occupational Health and Safety Regulation

The purpose of the OHS Regulation is to promote occupational health and safety and to protect workers and others present at workplaces from work-related risks to their health, safety, and well-being. Compliance with the requirements provides the basis on which workers and employers, in co-operation, can solve workplace health and safety problems. The requirements are not an end in themselves but are a foundation on which to build an effective health and safety program.

### OHS Regulation organization

The OHS Regulation has 34 parts. Currently, Part 33 is not in effect (March 2015). Each Part covers a particular topic related to safety in the workplace (see Figure 1).

OHS Regulation parts	
1. Definitions	18. Traffic Control
2. Application	19. Electrical Safety
3. Rights and Responsibilities	20. Construction, Excavation and Demolition
4. General Conditions	21. Blasting Operations
5. Chemical Agents and Biological Agents	22. Underground Workings
6. Substance Specific Requirements	23. Oil and Gas
7. Noise, Vibration, Radiation and Temperature	24. Diving, Fishing and Other Marine Operations
8. Personal Protective Clothing and Equipment	25. Camps
9. Confined Spaces	26. Forestry Operations and Similar Activities
10. De-energization and Lockout	27. Wood Products Manufacturing
11. Fall Protection	28. Agriculture
12. Tools, Machinery and Equipment	29. Aircraft Operations
13. Ladders, Scaffolds and Temporary Work Platforms	30. Laboratories
14. Cranes and Hoists	31. Firefighting
15. Rigging	32. Evacuation and Rescue
16. Mobile Equipment	33. Not in effect
17. Transportation of Workers	34. Rope access

Figure 1 — OHS Regulation parts

The titles of the Parts are grouped as follows:

- Parts 1–4: Core Requirements apply to all workplaces
- Parts 5–19: General Hazard Requirements deal with general hazards found in a number of workplaces, usually higher-hazard operations
- Parts 20–34: Industry/Activity-Specific Requirements deal with specific industries or specific hazardous activities

## Rights and responsibilities

In Part 3 of the Regulation, “Rights and Responsibilities” Section 3.12, “Procedure for refusal” explains that you have the right to refuse to do any act or operate any tool, appliance or equipment when you have reasonable cause to believe that to do so would put you in danger.

## OHS Guidelines

When you read the language in the regulation sometimes you will find wording that could be interpreted differently.

For example, the “Procedure for refusal” section uses the wording “reasonable cause to believe” and “undue hazard”. In many situations, the “reasonable cause” and “undue hazard” can be straightforward. However, in some situations it can be more difficult to determine that the worker has reasonable cause to believe there is an undue hazard. It is for reasons similar to these many parts of the OHS Regulations also have associated OHS Guidelines, which are used to help interpret and apply the OHS Regulation.

If you are looking at a section of the Regulations on the WorkSafeBC website or app, you can consult guidelines that explain the test for determining whether a worker has a “reasonable cause to believe” that an undue hazard exists or would be created, and what constitutes an “undue hazard.” The guidelines also explain the process for investigation into a work refusal, where completion of the procedure under section 3.12(3) of the Regulation has not resolved the work stoppage.

## Using the OHS Regulation

It is important that a worker can locate and interpret regulations that deal with situations that commonly arise in the trades. The *Occupational Health & Safety Regulations* are important and familiarity with the contents of these regulations is essential for all trades-persons. Using the online search tool is a good aid for identifying or confirming regulations that govern specific situations you may encounter on your job site.



Now complete the Learning Task Self-Test.

## Self-Test 5

1. What do the letters OHS stand for?
  - a. Operational Health Standards
  - b. Organized Health Stipulations
  - c. Organized Health Specifications
  - d. Occupational Health and Safety
  
2. Where in the OHS Regulation would you find information on fall protection?
  - a. Part 33: Fall Arrest
  - b. Parts 1–4: Core Requirements
  - c. Parts 5–19: General Hazard Requirements
  - d. Parts 20–32: Industry/Activity Specific Requirements
  
3. If a worker needs information to help interpret OHS regulations associated with common safety situations that can arise in the trades, what resources can he or she find in the OHS Regulation?
  - a. Policies
  - b. Guidelines
  - c. Shop Rules
  - d. IPT Handbook
  
4. The OHS Regulation is written specifically for employers, not workers.
  - a. True
  - b. False
  
5. It is important that a worker can locate and interpret the OHS Regulation.
  - a. True
  - b. False
  
6. The OHS Regulation can provide helpful information and safety guidelines to be used on the job site.
  - a. True
  - b. False

## Answer Key

### Self-Test 1

1. d. Rules of law to guide safe work procedures and policy
2. b. Federal
3. c. Provincial
4. a. True

### Self-Test 2

1. c. Industry classification, a company's history, and employee's earnings
2. d. None of the above
3. b. False
4. b. False
5. c. Refusing to co-operate in a WorkSafeBC medical examination
6. b. False
7. b. False
8. d. All of the above

### Self-Test 3

1. b. The worker
2. d. The supervisor
3. d. The employer
4. c. The supplier
5. d. Workers Compensation Act

### Self-Test 4

1. c. Within 72 hours
2. d. As soon as reasonably possible
3. b. False
4. d. All of the above



**Self-Test 5**

1. d. Occupational Health and Safety
2. c. Parts 5–19: General Hazard Requirements
3. b. Guidelines
4. b. False
5. a. True
6. a. True





## The British Columbia Open Textbook Project

The British Columbia Open Textbook Project is funded by the B.C. Ministry of Advanced Education, and managed by BCcampus, a publicly-funded organization that uses information technology to connect B.C. post-secondary institutions under a collaborative service delivery framework. The Open Textbook Project aims to make available openly-licensed textbooks in the province's high-impact subject areas. Visit [open.bccampus.ca](http://open.bccampus.ca) for more information.



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