



Activity Plan

2017-20

Advisory Council  
on Occupational  
Health and Safety

## Chair's Message

As the Chair of the Advisory Council on Occupational Health and Safety I am very pleased to submit the Activity Plan for the Council for the fiscal years 2017-2020. This Plan is prepared in compliance with the *Transparency and Accountability Act* pursuant to which the Council has been categorized as a Category 3 government entity and which requires the Council to prepare a performance-based activity plan.

In developing this Plan, the Council has considered the strategic directions of Government. The Council is accountable for the preparation of this plan and for the achievement of its objectives.

The Council is funded through the Occupational Health and Safety Division of Service NL. The Division operates on up to 5 per cent of the annual assessment revenue paid to WorkplaceNL. Approximately \$25,000 is budgeted for the operation of the Council on a yearly basis, which would include remuneration - as per Guidelines for Rates of Remuneration for Boards, Commissions and Agencies.

Yours truly,

A handwritten signature in black ink, appearing to read 'Wayne Parady', with a horizontal line underneath.

Wayne Parady  
Chairperson

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## Overview

The Advisory Council on Occupational Health and Safety has 11 members, including Chairperson, Vice-Chairperson, two ex-officio positions, secretary, and the remaining membership consisting of equal representation from labour and management. Members are appointed for terms not exceeding three years, and are eligible for re-appointment for not more than two consecutive terms.

## Mandate

The Advisory Council on Occupational Health and Safety is established pursuant to section 12 of the *Occupational Health and Safety Act*. The duties and responsibilities of the Council are established pursuant to section 17 of the *Act*. They include providing advice to the Minister on the administration of the *Act* and its regulations, on occupational health and safety, and any matter relating to occupational health and safety that the Minister has referred to the Council for advice.

## Primary Clients

The primary client of the Advisory Council on Occupational Health and Safety is the Minister of Service NL. Through the execution of its mandate, the Advisory Council also serves a number of stakeholders which include: employers, employees, the Occupational Health and Safety Division of Service NL, WorkplaceNL and the public at large.

## Goal

The Advisory Council performs two functions – advising the Minister on the administration of the *Occupational Health and Safety Act* and associated regulations and making recommendations to the Minister on issues that are raised by stakeholders in relation to occupational health and safety.

By March 31, 2020, the Occupational Health and Safety Advisory Council will have advised the Minister of Service NL regarding its recommendations on occupational health and safety issues and legislation.

### Indicators:

- Recommendations made regarding various initiatives undertaken by Service NL and WorkplaceNL.
- The Minister is advised on the Council's recommendation on the implementation of the *Workplace Hazardous Materials Information System Regulations* (WHMIS).
- The Minister is advised on the Council's recommendations on the review of the *Radiation Health and Safety Act* and Regulations.

## Objectives

The following objectives represent the focus of Council and include performance measurement information (i.e. measures and indicators) for monitoring and evaluating success. The Council performs two functions – advising the Minister on the administration of the *Occupational Health and Safety Act* and associated regulations and advising on any matter relating to occupational health and safety. The following objectives are designed to achieve these functions.

**Objective 1:** By 2018, the Advisory Council will remain informed of initiatives that have been undertaken by Service NL and WorkplaceNL and to provide feedback or make recommendations to the Minister as required.

**Indicators:**

- Meet and discuss issues a minimum of three times a year.
- Communicate with Service NL and WorkplaceNL.
- Provide feedback to Service NL and WorkplaceNL on various initiatives as necessary.

**Objective 2:** By 2019, the Advisory Council will have reviewed the implementation of the 2015 *Workplace Hazardous Materials Information System (WHMIS) Regulations* and advised the Minister of Service NL.

**Objective 3:** By 2020, the Advisory Council will have advised the Minister of Service NL on the review of the *Radiation Health and Safety Act* and Regulations.



Service NL