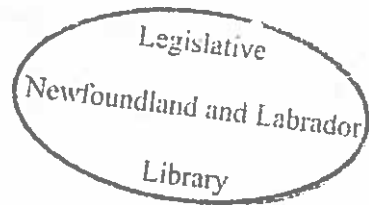


Honourable Kevin O'Brien  
Minister of Government Services  
Second Floor, West Block  
Confederation Building  
St. John's, NL A1B 4J6



Dear Minister O'Brien:

**Re: 2008-2011 Activity Plan**  
**Advisory Council on Occupational Health and Safety**

In compliance with the Accountability Framework for Boards and Agencies, I am pleased to provide you with the 2008-11 Activity Plan for the Advisory Council on Occupational Health and Safety.

Yours truly,

A handwritten signature in black ink, appearing to read "Wayne Pardy". The signature is fluid and cursive.

Wayne Pardy  
Chairperson  
Advisory Council on Occupational Health and Safety

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**Advisory Council to the Minister on Occupational  
Health and Safety**

**Activity Plan  
2008 – 2011**

## **Message from the Chairperson:**

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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 2008-2011. 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 Advisory Council to prepare a performance-based activity plan.

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

The Advisory Council has gone through significant organizational change since 2005. The appointment of a new Chairperson has revitalized the Council and members are encouraged by the pro-active direction and new ideas being brought forth. The newly appointed Council has met on two occasions since October 2007 and has also met with the recently appointed Minister to confirm its direction and mandate. On behalf of the members of Council, I would like to reaffirm our commitment to working closely with all stakeholders in order to provide strategic advice to the Minister in helping create safe and healthy workplaces throughout the Province.

The Council is funded through the Occupational Health and Safety Branch of the Department of Government Services. The Branch operates on 5% of the annual assessment revenue paid to the Workplace Health, Safety and Compensation Commission. Approximately \$25,000 is budgeted for the operation of the Council on a yearly basis, which would include remuneration as per the Provincial Government Guidelines for Boards, Commissions and Agencies as well as travel, meals, etc.

## Overview:

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The Advisory Council 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 reappointment for not more than two consecutive terms.

Member	Representation
Mr. Wayne Pardy	Chairperson
Ms. Margie Hancock	Vice-Chairperson
Mr. Jim Skinner	Labour Representative
Mr. Mike Power	Labour Representative
Vacant	Labour Representative
Mr. Bob Pike	Mgmt. Representative
Ms. Sue Anne Thistle	Mgmt. Representative
Mr. Woodrow French	Mgmt. Representative

Ms. Leslie Galway - Ex-Officio – CEO Workplace Health, Safety and Compensation Commission

Ms. Kim Dunphy - Ex-Officio – ADM Occupational Health and Safety, Dept. of Government Services

Mr. Doug Carter - Secretary, Manager OHS Inspections - Dept. of Government Services

Note: Nominations are presently ongoing to fill a vacant position of labour representative resulting from a recent resignation.

## **Mandate:**

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The Advisory Council on Occupational Health and Safety is established under Section 17 of the *Occupational Health and Safety Act*. The duties and responsibilities of the Council 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.

## **Values:**

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The Advisory Council on Occupational Health and Safety is focused on improving the health and safety of all workers and workplaces in this Province. In achieving its vision, Council has chosen three core values and will communicate these values to its stakeholders through the following action statements:

**Accountability:** Each person accepts responsibility for their actions and follows through on requests and commitments.

**Integrity:** Each person engages in ethical behavior exercising proper use of authority and responsibility.

**Respect:** Each person accepts differences and exercises courtesy in their encounters with others.

## **Primary Clients:**

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The primary client of the Advisory Council on Occupational Health and Safety is the Minister of Government Services. Through the execution of its mandate, the Advisory Council also serves a number of stakeholders which include: employers, employees, the Occupational Health and Safety Branch of the Department of Government Services, the Workplace Health, Safety and Compensation Commission and the public at large.

## **Vision:**

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The Vision of Council is: Newfoundlanders and Labradorians working in a healthy and safe environment with access to an open, fair and responsive regulatory system.

## **Mission:**

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The primary mission of the Department of Government Services is to improve citizen protection in the areas of public health and safety, worker health and safety and consumer interests.

The Advisory Council on Occupational Health and Safety contributes to the Department's mission by providing advice on improving health and safety in the province's workplaces.

## **Objectives:**

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The following objectives represent the focus of the Council and include performance measurement information (i.e., measures and indicators) to monitor and evaluate success. The Advisory Council's primary function is to advise the Minister on administration of *Occupational Health & Safety Act* and on any matter relating to occupational health and safety. The objectives are designed to achieve these functions.

**BY 2011**, the Advisory Council on Occupational Health and Safety will have reviewed occupational health and safety regulations under the *Act* and advised the Minister of its recommendations.

**Objective 1:** By 2009, the Advisory Council will have reviewed the issues brought forward by stakeholders during the consultation process on the review of the Occupational Health and Safety (OHS) Regulations and advised the Minister of Government Services of its recommendations.

**Measure:** New Occupational Health and Safety (OHS) regulations.

**Indicators:**

- \* Review stakeholder feedback
- \* New regulations formulated
- \* Recommendations submitted to the Minister

**Objective 2:** By 2010, the Advisory Council will have reviewed the Mines Safety of Workers Regulations and submitted its recommendations to the Minister.

**Measure:** New Mines Safety of Workers Regulations

**Indicators:**

- Current regulations reviewed
- New recommendations formulated
- Recommendations submitted to the Minister

**Objective 3:** By 2011, the Advisory Council on Occupational Health and Safety will have reviewed occupational health and safety legislation and advised the Minister of its recommendations.