

August, 2017

The Employers' Adviser



Employers'
Advisers

*A newsletter by the Employers' Advisers Office, Ministry of Labour, B.C. Government.
The Employers' Advisers Office provides advice, assistance, representation and training on all aspects of workers' compensation.*

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UPDATE: Joint Health and Safety Committee Member Training, and other EAO Seminars

As set out in our January [Law and Policy Bulletin](#), regulation 3.27(4) requires mandatory training for all joint committee members selected on or after **April 3, 2017**. Employers need to ensure their committee members are trained as soon as possible, but not more than 6 months after selection.

The EAO has created 4 webinars which have been reviewed by WorkSafeBC. These webinars are designed to meet 6 of the 8 hours of mandatory training.

While we had hoped to offer the webinars by the end of July, a number of technical issues have delayed the launch. The primary challenge is the implementation of a new seminar registration system which is designed to make registering for seminars quick, easy and effective for our clients. Our office is working tirelessly to resolve the technical issues to provide you with the quality seminars you have come to expect from the EAO.

In the meantime, before taking the EAO training, participants are asked to complete WorkSafeBC's [e-learning session](#). This course takes approximately 2 hours to complete; when combined with the EAO webinars, the mandatory 8 hours of training will be met.

For more information about Joint Committee training, please see the FAQs below.

If you are on our newsletter mailing list, you will be notified when our webinars and all other EAO seminars are open for registration. If you would like to be added to this list, please click [here](#).

NOTE: We expect a high demand for the joint committee webinars. Therefore, we are asking only committee members selected on or after April 3, 2017 be registered for training at this time.

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FAQ's re Joint Committee Training

1. Why do I need to have my committee members trained?

New regulation 3.27 requires mandatory training for all new joint committee members.

2. Who has to take it?

Only those members who were selected to the committee on or after April 3, 2017.

(NOTE: A worker health and safety representative, as opposed to a joint committee, is required in organizations with more than 9 but less than 20 workers. These individuals require 4 hours of online training. The EAO does not have training for these workers.)

3. When do committee members have to receive training?

New committee members are required to be trained as soon as possible, but no longer than 6 months after they become a member.

4. How long is it?

Eight hours of training is required.

WorkSafeBC has created a 2-hour online training course which is accessible on its website:

- To access this training, go to www.worksafebc.com.
- In the search box at the top, type, in quotes, "Facilitator Guide"
- Click Joint Health and Safety Committee Fundamentals: Facilitator Guide
- On the right hand side, click "Download DOCX" (not the PDF)
- On page 4, under Organization of the course, click "e-learning component".

If you are receiving this newsletter electronically, here is the direct link: [e-learning component](#)

5. When will the EAO be offering training?

We are currently working on resolving some technical issues to allow us to deliver our webinars. Unfortunately, it is unknown when these issues will be resolved at this time. In the meantime, we are asking participants to complete the 2-hour online training (discussed above).

6. Will EAO's training meet the requirements in the regulation?

EAO has been working with WorkSafeBC in developing our webinars. WorkSafeBC has approved our materials. However, employers still have to review the regulation and the materials to satisfy themselves that they are in compliance.

The EAO will provide participants with a certificate of completion after attending each webinar. Employers are responsible for tracking committee member training to ensure all 8-hours are taken. Training records must be maintained for 2 years from the date that person is no longer on the committee.

7. Can I sign up all my committee members instead of just new ones?

We expect a high demand for these webinars. Therefore, we are asking only committee members selected on or after April 3, 2017 be registered for training at this time.