

June 16, 2014

To: All COPE Members in Ontario

Dear Sisters and Brothers:

Re: Occupational Health and Safety Awareness and Workplace Violence and Workplace Harassment (Bill 168) Training for Supervisors in Ontario

The Canadian Union of Public Employees (CUPE) is committed to building and preserving a safe working environment for its employees. In pursuit of this goal, the Canadian Union of Public Employees will work to prevent acts of violence and or harassment in CUPE workplaces, in compliance with Ontario's Bill 168.

The Act places new obligations on employers to prevent workplace violence and harassment. Employers are now required to develop written policies on dealing with violence and harassment in the workplace; develop programs to implement these policies; review the policies at least once a year; and conduct training on these policies. These minimum requirements are in addition to, but do not displace any collective agreement obligations that may exist.

Employers must ensure workers complete an awareness training program designed for workers as soon as practicable. This includes all workers covered under the Occupational Health and Safety Act (OHSA), regardless of what sector they work in or their employment status (full-time, part-time, seasonal, etc.).

The Human Resources Department and the Canadian Office and Professional Employees Union (COPE) are both committed to improving the knowledge of its employees/members and agree that technology can be a powerful tool for achieving the objective of sharing information about Occupational Health and Safety Awareness, and Workplace Violence and Workplace Harassment.

Online workshops

The following online training will be made accessible as follows:

Occupational Health and Safety Awareness Training for Workers in Ontario (35 minutes)

- Covers the minimum requirements set by the Occupational Health and Safety Awareness and Training Regulation in Ontario for Workers;
- Rights, duties and roles as outlined by the Occupational Health and Safety Act;
- Common workplace hazards and workplace-related illnesses and latency.

.../2

Bill 168 Employee Training (40 minutes)

Define discrimination and harassment and outline the new requirements under the OHSA including:


- Workplace violence and workplace harassment program;
- Employee and employer responsibilities - actions and reporting;
- Work refusals related to violent situations.

Process to access workshops

All COPE-Ontario members will receive, via email, a link to a user friendly process to access the online training. All employees should complete the training by June 27, 2014 to comply with the legislation.

For any inquiries regarding the training, please contact Nicolas Aubert, Administrator Officer, Human Resources at 613-237-1590 ext.160 or by email at naubert@cupe.ca.

In solidarity,



MARIE-ANDRÉE BOURGOUIN
Managing Director, Human Resources



STEVE SMITH
President, COPE 491

:sk/ceu

cc. N. Aubert