



**EASTERN ONTARIO LABOUR COUNCILS  
WORKERS HEALTH & SAFETY CENTRE - OTTAWA REGIONAL OFFICE  
ONTARIO FEDERATION OF LABOUR OCCUPATIONAL DISABILITY RESPONSE TEAM**

**Fall 2009 HEALTH & SAFETY/WSIB EDUCATIONAL**

Isaiah Tubbs Resort & Conference Centre - RR 1, West Lake Road, Picton Ontario K0K 2T0  
Visit them at [www.someplacesdifferent.com](http://www.someplacesdifferent.com) ♦♦♦♦♦♦♦♦♦♦♦♦♦♦♦♦ Full Residential *Shared Accommodations*

**Wednesday November 18 - Sunday November 22, 2009**

COURSES OFFERED (all 30 Hours except # 5 Level 3 Appeals which is 36 hours):

1. Level I - Basic Occupational Health & Safety Awareness
2. Level II - Health & Safety Committees (Provincial) (You must hold a Level I Certificate to enrol)
3. ♦ Advanced JHSC member and Certified Rep Strategies Workshop – (You must hold a Level 1 & Level 2 law & committees certificates to enrol)
4. WHSC Stress Awareness Program – No prerequisite required.
5. ♦ OFL-ODRT WSIB Level 3 - Appeals (You must hold a ORDT Level I & 2 Certificate to enrol)(Appeals course starts on Tuesday November 17, @ 7:30 PM)
6. ♦ OFL-ODRT WCB Program Level 1 & 2

♦ NOTE ORDT Course #3, 5 and 6 add an additional material fee of \$75.00 ♦

**SCHEDULE:**

**Tuesday, Nov 17th, 2009** – # 5 **OFL-ODRT LEVEL 3 APPEALS ONLY** After 3:00 PM Checkin – 6:00 – 7:00 PM Dinner – 7:30 PM Class Opening

**Wednesday, Nov 18th, 2009**

After 3:00 p.m. Room check - in  
6:00 p.m. - 7:00 p.m. Dinner  
7:30 p.m. - 8:00 p.m.- **REGISTRATION** – MacDonald Hall  
8:00 p.m. - **Opening** – MacDonald Hall (*Your Attendance is required*)  
**8:30 p.m. All Class will meet for a short introduction session**

**Thursday Nov 19 & Friday Nov 20, 2009**

7:30 a.m. - 8:30 a.m. Breakfast  
8:30 a.m. - 12:00 a.m. Classes  
12:00 a.m. - 1:00 p.m. Lunch  
1:00 p.m. - 5:00 p.m. Classes  
6:00 p.m. - 7:00 p.m. Dinner  
**8:30 -11 pm Evening Activities**

**Saturday Nov 21st, 2009**

7:30 a.m. - 8:30 a.m. Breakfast  
8:30 a.m. -12:00 p.m. Classes  
12:00 p.m. - 1:00 p.m. Lunch  
1:00 p.m. - 5:00 p.m. Classes  
6:30 p.m. - **Saturday Graduation Banquet. (Guest speakers)**  
9:00 p.m. "Solidarity Pub"- Karaoke Night in the hospitality room

**REGISTRATION DEADLINE  
November 2, 2009**

**Sunday Nov 22, 2009**

7:30a.m. - 8:30 a.m. Breakfast  
8:30a.m. - 12:00 p.m. Classes

**Please Note** – (1) Shared accommodations are 2 persons to a room. (2) Single rooms are subject to an additional \$50.00 per night. (3) Cancellations after November 1 will be subject to a charge of \$150.00 per person, after Nov17 full charges will apply. (4) Family members may attend with participants, please contact Peter for spouse/family attending, food restrictions, special needs and other arrangements.  
Call Peter Boyle @ 613-539-3622 or e-mail [peter@rbsinternet.com](mailto:peter@rbsinternet.com) FAX: 613-359-5793 for more information.  
Ottawa area class information: Diane @WHSC Ottawa Office (613) 232-7866 or 1-888-869-7950 or email [diane@whsc.on.ca](mailto:diane@whsc.on.ca)  
Cornwall area class information: Randy Fisher 613.933.7527 Email: [uswa\\_9343@yahoo.com](mailto:uswa_9343@yahoo.com)

**Base Registration Fee: \$600.00** (Includes accommodations, meals, educational material, & shirt)

Make cheques payable to: **“Labour Councils Health & Safety Education”**

**Level 3 APPEALS REGISTRATION: BASE FEE – \$725.00 + \$75.00 Material Fee = \$800.00 Shared Room**

**Day rate: \$250.00** (Includes Lunch Daily & Banquet Dinner on Saturday night) **Additional Material Fee add \$75.00**

NAME \_\_\_\_\_ PHONE Day (\_\_\_\_\_) \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_ PHONE Evening (\_\_\_\_\_) \_\_\_\_\_

UNION \_\_\_\_\_ LOCAL \_\_\_\_\_ NOW A SMOKE FREE FACILITY

1ST CHOICE \_\_\_\_\_

\*\*We must have 10 participants registered to give you your 1<sup>st</sup> choice otherwise you will automatically be transferred into your 2<sup>nd</sup> choice.

2ND CHOICE \_\_\_\_\_

SINGLE ROOM REQUESTED \_\_\_\_\_ (Did you include your material fee of \$75.00 & single room fee of \$200.00)

**Please Circle SHIRT Size: S M L XL XXL XXXL** AMOUNT I AM SENDING WITH REGISTRATION \$

**TO REGISTER:** Fax to: 613-359-5793; Email to: [peter@rbsinternet.com](mailto:peter@rbsinternet.com)

Mail to: Labour Councils Health & Safety Education; c/o Peter Boyle, 195A Hughs Road, ELGIN, Ontario K0G 1E0

**REGISTRATION DEADLINE: November 2nd, 2009**

# **PROGRAM DESCRIPTIONS FALL 2009**

## **#1 H&S LEVEL 1**

Level I embrace's an entire gamut of health and safety issues by focussing on hazard recognition and the rights and responsibilities of the workplace parties, as prescribed by existing legislation. This 30-hour core program consists of seven modules that identify the respective roles of the workplace parties - management, government and labour regarding health and safety; explains current health and safety legislation, provincial or federal; discusses how the body functions and the damaging effect hazards have on it; features carcinogens, and how to recognize them and toxic substances, as well as their sources.

## **#2 H&S LEVEL 2 COMMITTEES PROVINCIAL (pre-requisite Level 1)**

Geared to members of the Health & Safety Committees, this session equips workers with the skills to fulfil their responsibilities. Health & Safety Committee members learn to investigate, research, assess and report workplace hazards; Conduct and evaluate hygiene monitoring; and make joint health & safety committees work effectively. Upon completion of this program, participants clearly understand their legal rights and responsibilities as Safety & Health Committee members.

## **#3 ADVANCED JOINT H&S COMMITTEE MEMBER AND CERTIFIED REP STRATEGIES WORKSHOP (pre-requisite Level 1, Level 2 Law & Level 2 Committees)**

This advanced workshop designed for JHSC worker members, and certified reps will examine how to advance committee effectiveness and strategize methods to put knowledge into action that really does protect our members at work. Topics to discuss will include: emerging H&S Issues, the precautionary principle, terms of reference, continuous bargaining, due diligence and interacting with MOL inspectors. PLEASE BRING AN INSPECTION REPORT, H&S MINUTES, AND TERMS OF REFERENCE FROM YOUR COMMITTEE, OHSA & REGULATIONS.

## **#4 STRESS AWARENESS (30 HOURS)**

The Centre's comprehensive Stress Awareness program equips workers with the skills to identify workplace stressors; understand how stressors affect workers' minds and bodies; develop strategies for the resolution or reduction of stress; and draw on tactics to remain healthy while continuing the push for healthier workplaces.

## **#5 OFL-ODRT Level 3- Appeals & Dispute Resolution**

This is a 36 hour course designed to build on the knowledge of the previous 2 levels and provide the skills necessary to enable participants to become effective representatives in various dispute resolution schemes. Participants will be provided with an in-depth analysis of different dispute resolution strategies including Mediation, the Appeals Resolution model and at the Workplace Safety and Insurance Appeals Tribunal (WSIAT) level. Pre-requisites are Level 1 and Level 2 ODRT courses or equivalency. **NOTE This course begins on Tuesday @ 8:00 PM Accommodations are available on Tuesday for those enrolled in this program.**

## **#6 OFL-ODRT WCB PROGRAM LEVEL 1 & LEVEL 2**

WSIB Rights & Obligations (Level 1) the participants gain greater knowledge of the workplace safety and insurance system, non-apparent injuries and illnesses, filing and reporting, statutory roles and responsibilities, the principles of Workers' Compensation, the duty to accommodate and the "self-reliance" model.

WSIB Benefits & Representation (Level 11) the participants gain greater knowledge of benefits provided by the *Workplace Safety & Insurance Act*, filing claims, advocacy skills and communicating with workers, employers, insurance and health care providers.