

A newsletter of the Employers' Advisers Office, Compensation Advisory Services, Ministry of Labour & Citizens' Services, Government of British Columbia.
The Employers' Advisers Office provides advice, assistance, representation and training on all aspects of Workers' Compensation.

EAO Website: www.labour.gov.bc.ca/eao Related Websites: www.labour.gov.bc.ca www.worksafebc.com

For further information on the Employers' Advisers Office or to subscribe/unsubscribe to this newsletter call 1-888-608-8882

Advising and assisting employers of BC with workers' compensation matters since 1974



Businesses do not have to buy posters to comply with the WorkSafeBC Regulation

WorkSafeBC has received complaints from businesses that people are approaching them and pressuring them to buy safety posters in order to be in compliance with the Occupational Health and Safety Regulation. However, these sales are not authorized by WSBC, nor is it necessary to buy these posters in order to comply.

For example, on the morning of August 24, 2007, a manager of a Richmond-based retail store was approached by two young men claiming to sell posters that would help his business comply with WorkSafeBC regulations. Smelling something fishy, the manager took a business card from the men, declined their offer, and immediately contacted WorkSafeBC. If you experience an incident like this, report it to Mark Evans, WSBC's manager of Corporate Security, at (604) 276-3138.

Posters covering a variety of topics are available from WSBC for free at:

http://www.worksafebc.com/publications/health_and_safety/posters/default.asp.



Did you know that the **Form 9 - Employer's Statement of Return to Work** - is the least used key form by employers? The **Form 9** can be completed online, faxed to WSBC and placed on the worker's claim file. More WSBC forms can be found at: <http://www.worksafebc.com/forms/>.

Section 125 of the WC Act - When a joint committee is required states that an employer must establish and maintain a joint health and safety committee in each workplace where 20 or more workers of the employer are regularly employed, and in any other workplace for which a joint committee is required by order.

What information is required for an incident investigation report?

Section 3.4 of the OHS Regulation sets out what the report must contain:

- The place, date and time of the incident
- The names and job titles of persons injured in the incident
- The names of witnesses
- A brief description of the incident
- A statement of the sequence of events that led up to the incident
- Identification of any unsafe conditions, acts, or procedures that contributed to the incident
- Recommended corrective actions to prevent similar incidents
- The names of persons who investigated the accident



Are there any resources to help employers conduct an investigation?

The Employers' Advisers offer a 3 ½ hour seminar on accident/incident investigations. Topics covered include WorkSafeBC law and regulation regarding accident/incident investigations, a practical guide to investigating accident/incidents, and why thorough accident investigations are important. Check the [EAO web page](#) or call the nearest EA office listed below for seminar schedules in your area.

WorkSafeBC has an incident investigation form to help employers investigate an incident. Download [Incident Investigation Report, Form 52E40](#). This form includes 2 pages to help employers complete their investigation report. The fishing industry uses [Fishing Incident Investigation Report, Form 52E40F](#). For additional resources, see [Employer resources for conducting an investigation](#). Need help? Call us!

The latest version of the OHS Regulation on mini disc is now available. Call your local EAO for your purple disc today or download it from WorkSafeBC at:

<http://www2.worksafebc.com/publications/OHSRegulation/Miscellaneous.asp?reportID=33641>

Locations: Abbotsford 1-866-870-5492 - Kamloops 1-866-301-6688 - Kelowna 1-866-855-7575 - Nanaimo 1-866-827-2277 - Nelson 1-877-877-5524 - Prince George 1-888-608-8882 - Richmond 1-800-925-2233 - Victoria 1-800-663-8783