
HANDI-GUIDE TO ALBERTA'S OH & S ACT, REGULATION AND CODE

Master Table of Contents

About This HANDI-GUIDE	7
Regulatory Change and Future Editions	7
About Alberta's Occupational Health and Safety Legislation	8
2017 Regulatory Update	8
About OHS Legislation for Farm and Ranch Workers	8
Background	9
About the OHS Technical Working Group	9
About WHMIS 2015 in Alberta	10
Summary of WHMIS 2015	11
Worker Education During Transition Period	11
Main Elements of WHMIS 2015	12
Future Amendments to the OHS Code	13
Update on Enforcement and Compliance	13
OHS Convictions in Recent Years	14
Administrative Penalties	15
Tickets for OHS Contraventions	16
Violation Tickets	16
Targeted Inspections	21
General OHS Inspections	21
Orders	22
OHS Incident Investigations	22
Reporting of Incidents	23
Partnerships in Injury Reduction	24
Partners	25
Other Standards & Codes of Practice	25
Resources and Publications from the OHS Branch	25
Annual Reports, Business Plans & OHS Statistics	26
OHS Contact Centre and OHS Offices	26
About Federally Regulated Employers in Alberta	28
Chapter 1 Key Responsibilities Under the Alberta OH & S Act, Regulation and Code	29
1 Introduction to Legal Duties	29
2 General and Specific Duties	30
2.1 General Duties of Employers	30
2.2 General Duties of Workers	31
2.3 General Duties of Contractors and Prime Contractors	31
2.4 General Duties of Suppliers	32
3 Specific Duties	32
3.1 Examples of Specific Duties for Employers	32
3.2 Specific Duties of Workers	34
4 Employer Compliance with Duties — Suggested Actions	34

5	Communication on Hazards	35
	Chapter 2 Actions for Employers to Ensure OHS Due Diligence.....	37
1	Introduction to Due Diligence	37
1.1	About the Due Diligence Defence	38
1.2	About Negligence	38
2	Enforcement Mechanisms under the OH & S Act	38
2.1	Offences and Penalties	39
2.2	Administrative Penalties	39
2.3	Orders	39
2.4	Tickets for OHS Contraventions	40
2.5	Targeted Inspections	38
2.6	General OHS Inspections	40
2.7	Right to Appeal	41
3	Due Diligence as a Defence	41
3.1	Due Diligence and Foreseeability.....	41
3.1.1	Applicable Regulations.....	42
3.1.2	Hazard Assessments and Other Safe-Work Planning Techniques	42
3.1.3	Workplace Hazard Identification Systems.....	43
3.1.4	The Experience of Others	43
3.1.5	The Experience of the Employer	44
4	Due Diligence and a System to Prevent Harm from Occurring	44
4.1	Systems of Work to Ensure the Health and Safety of Workers.....	45
4.1.1	Elements of Different Safety Systems	45
4.2	Appropriate Equipment, Inspections and Maintenance	46
4.3	PPE and Other Protective Devices.....	47
4.4	Effective Training	47
4.4.1	Hiring and Training of Young or New Workers.....	49
4.5	Direction and Instruction.....	49
4.6	Information	50
4.7	Monitoring and Correction: Helping to Ensure the OHS Program is Working	51
4.7.1	Monitoring and Correction Through Observations	51
4.7.2	Monitoring and Correction Through Reports	52
4.7.3	Monitoring and Correction Through Workplace Inspections.....	52
4.7.4	Monitoring and Correction Through Audits	52
5	The Meaning of “Reasonable” and “Practicable”	53
6	Review: A Due Diligence Checklist for Employers	54
6.1	Key Steps to Avoid Enforcement Actions, Penalties or Prosecution	54
6.2	Due Diligence Checklist.....	54
	Chapter 3 Actions for Supervisors	57
1	Introduction.....	57
2	Reviewing Supervisor Responsibilities	58
3	Stopping Work for Immediate Safety.....	58
4	Correcting Workers for Future Safety.....	59
5	Applying Discipline as Part of Due Diligence.....	59
5.1	When Unsafe Behaviours Persist.....	60

5.2	Record of Discipline	60
6	Checklist for Supervisors	60
Chapter 4 Actions for Workers		63
1	Introduction	63
1.1	Workers' OHS Rights and Responsibilities	63
2	Adopting Essential Safety Behaviours	64
3	Reporting the Existence of Imminent Danger	65
4	Refusing Unsafe Work	66
4.1	Tips for Workers	66
4.2	Worker Obligations	67
4.3	Employer Obligations	67
5	Getting Workplace Health and Safety Information	68
6	Knowing the Employer's Responsibilities	69
Chapter 5 Joint Work Site Health and Safety Committees		71
1	Introduction	71
1.1	OHS Branch Publications on Joint Committees	72
2	Core Requirements for JWSHSC	72
2.1	Committee Work, Inspections and Recommendations	73
3	Background on Joint OHS Committees in Canada	74
4	Building a Committee	74
4.1	Developing Recommendations	75
4.2	Education and Training	75
5	Conclusion	75
Chapter 6 Important Workplace Safety Resources		77
	Alberta	77
	Federal	77
	National Organizations	77
	British Columbia	78
	Saskatchewan	79
	Manitoba	79
	New Brunswick	80
	Newfoundland and Labrador	80
	Northwest Territories & Nunavut	80
	Nova Scotia	80
	Ontario	80
	Prince Edward Island	81
	Quebec	81
	Yukon	81
	United States Websites	81
	International Websites	81
	Occupational Health and Safety Act, O-2 RSA 2000	83
	Occupational Health and Safety Regulation, AR 62/2003	105
	Administrative Penalty (Occupational Health and Safety Act) Regulation, AR 165/2013	119
	Farming and Ranching Exemption Regulation, AR 27/95	121

Occupational Health and Safety Code, 2009, AR 87/2009	122
Parts 1 to 3 Core Requirements Applicable to All industries	127
Parts 4 to 29 Requirements Applicable to All Industries	153
Parts 30 to 41 Requirements Applicable to Specific Industries and Activities	265
Schedules	347
Index	405