

The cost of compliance?

Highly cost-effective when you train with WHSC AND when you consider the cost of inaction.

Let's get started. See how your workplace stacks up.



Ontario's *Occupational Health & Safety Act (OHSA)* and its regulations include hundreds of requirements for the **employer's duty to provide information, instruction, education and/or training** to workplace parties.

In general, *OHSA* requires employers to provide information, instruction and supervision to workers to protect their health or safety [*OHSA, s. 25(2)(a)*]. Employers must also carry out specific training programs for workers, supervisors, and joint health and safety committee members as prescribed [*OHSA, s. 26(1)(l)*].

OHSA and its regulations also assign many responsibilities to a **competent person**. This person must be qualified because of knowledge, training, and experience to either organize or perform specific work [*OHSA, s. 1(1)*]. They must also be familiar with the *OHSA* and applicable regulations and have knowledge of any potential or actual danger to health or safety.

If your workplace is not compliant with any of the following occupational health and safety (OHS) requirements or you are unsure, contact a Workers Health & Safety Centre (WHSC) [training services representative](#) who can help clarify training requirements, explain how WHSC can help, and current WHSC discounts available to you.



We are Ontario's only government-designated occupational health and safety training centre and a leading provider of mandatory and essential training. In fact, we've been doing so for almost 40 years. With training facilities across Ontario – including [Markham](#), [Hamilton](#), [Ottawa](#), [Sudbury](#), and [London](#) – plus [online virtual classroom](#) options, and the ability to bring onsite training to an appropriate [venue of your choosing](#) we have you covered. Be sure and check our [latest scheduled offerings](#) and [complete catalogue of training](#).

Please note: Occupational health and safety training requirements regulated by Ontario's four sectoral regulations and the *Canada Labour Code* are not covered in this document.

| Hazard/Issue | Training Requirement | Legislation | Compliance | WHSC Training |
|---|---|---|--|----------------------------------|
| Basic OHS awareness training for all workers | Employer must ensure a worker who performs work for the employer completes basic occupational health and safety awareness training. This training must cover a range of topics such as common hazards, occupational illness, employer and supervisor obligations, worker obligations and rights and the roles of health and safety reps and joint health and safety committees (JHSCs). | O. Reg. 297/13, Occupational Health and Safety Awareness and Training, s. 1 | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure <input type="checkbox"/> N/A (not applicable) | Worker Health & Safety Awareness |

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|--|---|---|---|--|
| <p>Work and workplace-specific hazard and safety awareness</p> | <p>Employers must provide workplace and task-specific information, instruction and supervision to a worker to protect their health or safety.</p> | <p><i>OHSA</i>, s. 25(2)(a)</p> | <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure <input type="checkbox"/> N/A</p> | <p>Training is a key way to meet this obligation. WHSC offers a wide range of hazard and topic specific programs including Moving Machine Parts, Lockout, Heat and Cold Stress, and Traffic Control and Signal Person. Contact a WHSC training services rep to discuss your training requirements.</p> |
| <p>Basic OHS awareness and competency for supervisors</p> | <p>Employers must ensure supervisors complete occupational health and safety awareness training. Training must be completed within one week of performing work as a supervisor and must address a wide range of topics, including their significant obligations to protect workers and how to recognize, assess and control workplace hazards.</p> <p>Employers are required to ensure a supervisor is a competent person. A “competent person” means a person who,</p> <ul style="list-style-type: none"> • is qualified because of knowledge, training and experience to organize the work and its performance, • is familiar with the <i>OHSA</i> and the regulations that apply to the work, and • has knowledge of any potential or actual danger to health or safety in the workplace. | <p>O. Reg. 297/13, s. 2 <i>OHSA</i>, s. 25(2)(c) <i>OHSA</i>, s. 1(1)</p> | <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure <input type="checkbox"/> N/A</p> | <p>Supervisor Health & Safety Awareness Supervisor Health & Safety Training</p> |
| <p>Workplace Hazardous Materials Information System (WHMIS)</p> | <p>Workers exposed or likely to be exposed to a hazardous material or hazardous physical agent must be provided instruction/education and it must result in workers being able to use the information to protect their health and safety.</p> <p>The employer must consult with the JHSC or health and safety representative about the content and delivery of this information/education. The employer must also review the instruction and training provided to the worker and worker’s retention of the training at least annually or more frequently in certain circumstances. This must be done in consultation with the JHSC or worker representative. This may trigger the need for retraining.</p> | <p>O. Reg. 860 WHMIS Regulation, s. 6 and 7 <i>OHSA</i>, s. 42(1-4)</p> | <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure <input type="checkbox"/> N/A</p> | <p>GHS WHMIS Note: This is general WHMIS training. Employers are also mandated to provide workplace-specific training.</p> |

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|---------------------------------|--|---|--|---|
| Noise | An employer who provides a worker with a hearing protection device (HPD) shall also provide adequate training and instruction to the worker in the care and use of the device, including its limitations, proper fitting, inspection and maintenance and, if applicable, the cleaning and disinfection of the device. The Ontario Ministry of Labour, Immigration, Training and Skills Development (MLITSD) advises that “adequate training and instruction” means sufficient to protect the health and safety of workers. The MLITSD also advises, workers should be able to apply the training and instruction in their daily work when using a HPD. | O Reg. 381/15, Noise Regulation, s. 3 | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure <input type="checkbox"/> N/A | Noise |
| Confined Spaces Entry | Every worker who enters a confined space or who performs related work shall be given adequate training for safe work practices for working in confined spaces and for performing related work, including training in the recognition of related hazards. This training must be developed in consultation with the JHSC or health and safety rep and reviewed at least annually or whenever there is a change in circumstances that may affect the safety of a worker who enters the confined space. It must be delivered by a person with adequate knowledge, training and experience to conduct the training. | O. Reg. 632/05 Confined Spaces, s. 7, 8 and 9 | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure <input type="checkbox"/> N/A | Confined Spaces Entry & Hazard Recognition Note: After completion of this program, employers must provide workers with workplace and plan-specific training to comply with confined space entry requirements. WHSC also offers a general Confined Spaces awareness program. |
| Working at Heights (WAH) | Employers must ensure workers they employ on construction projects complete standardized WAH training, approved by the MLITSD Chief Prevention Officer (CPO), before they work at heights and use fall protection equipment and systems. The training provider must also be CPO-approved. To remain in compliance, employers must ensure workers complete approved WAH refresher training within three years of their original training and every three years thereafter. | O. Reg. 297/13, s. 6-10 | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure <input type="checkbox"/> N/A | Working at Heights, Working at Heights Refresher |
| Violence and Harassment | Ontario employers have specific legal obligations to develop and implement workplace violence and harassment policies and program(s) and must provide their workers with information and instruction on the content of these policies and measures. | OHSA s. 32.0.1 through 32.0.8 | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure <input type="checkbox"/> N/A | Workplace Violence & Harassment |
| JHSC Certification | At least two members of a JHSC – one worker and one manager – must complete Part I and II of a Certification training program approved by the MLITSD CPO to become certified. To remain certified, members must successfully complete <i>Certification Refresher</i> training every three years. The training provider must also be CPO-approved. | OHSA s. 7.6 O. Reg 297/13, s. 5 | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure <input type="checkbox"/> N/A | JHSC Certification Part I* JHSC Certification Part II* JHSC Certification Refresher *WHSC offers general programs and various sector specific programs each approved by the CPO |

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| Health and Safety Representative (Worker) | Most workplaces in Ontario which employ between 6 and 19 workers are required to ensure a health and safety representative (HSR) is selected from among the workers. HSRs have most of the same rights and powers as JHSC members making HSR training essential. According to Ontario's MLITSD, HSRs should have a broad foundational occupational health and safety knowledge to meet their obligations and act on their rights. | In the absence of definitive legislation, the MLITSD Prevention Office has developed training guidelines for employers to meet. | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure <input type="checkbox"/> N/A | Worker Health & Safety Representative – Smaller Workplaces |
| Transportation of Dangerous Goods (TDG) | A person who handles, offers for transport or transports dangerous goods must be adequately trained and hold a training certificate or perform these activities in the presence and under the direct supervision of a person who is adequately trained and who holds a training certificate. Retraining is required within 24 months if goods shipped by air and 36 months if shipped by road, rail or water. | Transportation of Dangerous Goods Regulation (Federal—SOR/2001-286), s. 6 | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure <input type="checkbox"/> N/A | TDG by Road Note: This is general TDG training. Employers are also mandated to provide site and job-specific training. TDG Awareness |
| Propane fuelled construction heaters and torches | Employers must ensure workers complete safety training and have in their possession a CH-02 (Construction Heater Operator 2) certificate to work with propane fuelled construction heaters and torches. This certificate, also known as a ROT (Record of Training), must be from a training provider accredited by Ontario's Technical Standards and Safety Authority (TSSA). This training must be renewed every three years. | O. Reg. 211/01, s. 6 and O. Reg. 215/01, s. 47 and 48 under the <i>Technical Standards and Safety Act</i> | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure <input type="checkbox"/> N/A | Propane for CH-02 ROT Propane Awareness |
| First Aid/CPR/AED/Basic Life Support | Businesses covered by the <i>Workplace Safety and Insurance Act (WSIA)</i> are required to have first aid equipment, facilities and trained personnel in all workplaces. Employers must ensure first aid stations are always under the care of a worker with a valid first aid certificate when work is in progress. In addition, seafarers responsible to provide medical first aid and medical care on board Canadian ships, must be suitably trained and qualified to render such assistance. | Regulation 1101 under that <i>WSIA</i> , Section 8, 9 and 10 Transport Canada, Transport Publication (TP) 13008 E | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure <input type="checkbox"/> N/A | Standard First Aid & CPR/AED* *As an official Red Cross First Aid and CPR training partner, WHSC is now offering a broad range of First Aid, CPR, AED, and Basic Life Support training. |