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Mailing Address: PO Box 5350, Vancouver BC, V6B 5L5
Telephone 604 276-3100 Toll Free 1-888-621-7233 Fax 604 276-3247

The *Workers Compensation Act* requires that the employer must post a copy of this report in a conspicuous place at or near the workplace inspected for at least seven days, or until compliance has been achieved, whichever is the longer period. A copy of this report must also be given to the joint committee or worker health and safety representative, as applicable.

Inspection Report #201615891015A

Employer Name	Jobsite Inspected	Scope of Inspection
PROVINCIAL GOVERNMENT (WORKERS'COMP CO-ORDINATOR)	Fraser Regional Correct. Centre 13777 - 256 St. Maple Ridge BC	Incident Investigation Meeting

Date of Initiating Inspection	Date of This Inspection	Delivery Date of This Report	Delivery Method
Feb 25, 2016	Feb 25, 2016	Feb 27, 2016	Email

THERE ARE ZERO (0) ORDERS OR OTHER ITEMS OUTSTANDING

ACTION MAY STILL BE NECESSARY TO ENSURE COMPLIANCE PLEASE READ FULL REPORT

Summary of Orders or other Items

See "Orders/Items – Full Details" section of this Inspection Report for orders/items cited

Order/Item No.1 <input checked="" type="checkbox"/>	Status: Complied	Cited: WCA175(2)
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ORDER STATUS LEGEND

Order Status	Description
Outstanding	Order Outstanding - Action Required to Achieve Compliance
Complied	Compliance Achieved - No Further Action Required
Closed	Order is Closed
Rescinded	Order has been cancelled – No Further Action Required

INSPECTION NOTES

This Inspection report is issued to document a meeting with employer and worker representatives on February 25, 2016. See the Regulations Referenced section of this report for additional information.

The purpose of this meeting was to review with the representatives their incident investigation report into a workplace incident that occurred at this site on January 20, 2016, in addition to reviewing the applicable regulatory requirements with respect to conducting and documenting incident investigations.

Discussion with the employer and worker representatives included, but was not limited to, the following:

As per WCA 130 the duties and functions of a joint committee includes, in part:

- To ensure that accident investigations are carried out;
- To participate in investigations and inquiries;
- To make recommendations to the employer;

However, as per WCA 175 and 176, it is ultimately the employer's responsibility to undertake both the preliminary and the full investigation into the occurrence of an incident described in WCA 173. The employer also has the responsibility for the reports arising from these investigations. For the purpose of the investigation the employer is to include the participation of an employer representative and a worker representative, if they are reasonably available. A worker representative means a worker representative on the joint committee.

The preliminary investigation was conducted by employer and worker representatives from the joint committee. I have reviewed the preliminary investigation report and found it to be compliant with the requirements of WCA 175(1).

Upon completion of the preliminary investigation the employer must, in addition to other regulatory requirements, provide a copy of the preliminary report to the joint committee, in a timely manner. At the time of this meeting the employer had not yet provided a copy of the preliminary report to the committee, therefore Order #1 is issued. This order has now been complied as the employer immediately provided a copy of the report to the committee at the conclusion of the meeting.

After the preliminary investigation the committee representatives undertook the full investigation, in accordance with requirements of WCA 176, including recommending corrective actions to be taken. They prepared a report of the investigation and provided it to the employer for review. I have reviewed the full report and found it to be compliant with the requirements of WCA 176(1).

However, after their review of the full report the employer indicated they may be in disagreement with some of the recommended corrective actions included in the report. As indicated above, the employer is the workplace party that ultimately carries the responsibility for both the preliminary and full investigation reports, including implementing corrective actions determined to be necessary.

During the course of a full investigation the employer may identify additional unsafe conditions, acts, or procedures that significantly contributed to the incident. The employer may also decide that different or additional corrective action will be more effective than the interim corrective action originally undertaken. The full incident investigation report must include the corrective action the employer has identified to prevent the recurrence of similar incidents. This includes corrective actions that have been taken as well as corrective actions that will be taken in the future.

With respect to this matter the employer requested, and I have granted, an extension to the 30 day report submission deadline to provide additional time for them to fully review and finalize the full report. The full report must be submitted to WorkSafeBC by March 8, 2016.

If there are any questions regarding the items noted in this Inspection Report, or to forward any documentation that may be requested in this Inspection report, please contact:

Allan Goodman
Occupational Safety Officer
Prevention Field Services - Burnaby/Coquitlam
WorkSafeBC
#104 - 3020 Lincoln Avenue,
Coquitlam, BC V3B 6B4

Phone: (604) 232-1936
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Email : allan.goodman@worksafebc.com

WorkSafeBC has a wide range of health and safety information. For assistance and information on workplace health and safety visit our website at www.worksafebc.com.

To report a serious accident/incident or major chemical release call:
(604) 276-3100 in the Lower Mainland
1 (888) 621-7233 toll-free within B.C.

To report after hours safety and health emergencies, call 1 866 922-4357

ORDERS/ITEMS

An employer who fails to comply with Part 3 of the *Workers Compensation Act*, the *Occupational Health & Safety Regulation*, or WorkSafeBC orders may be subject to monetary or other sanctions as prescribed by the *Workers Compensation Act*.

Orders/Items - Full Details

Order/Item No.1 <input checked="" type="checkbox"/>	Status: Complied	Cited: WCA175(2)
<p>The employer failed to ensure a report of the preliminary investigation into the workplace incident that occurred on January 20, 2016 was provided to the joint committee in a timely manner.</p> <p>This is in contravention of the Workers Compensation Act Section 175 (2).</p> <p>The employer must ensure that a report of the preliminary investigation is</p> <ul style="list-style-type: none"> (a) prepared in accordance with the policies of the board of directors, (b) completed within 48 hours of the occurrence of the incident, (c) provided to the Board on request of the Board, and (d) as soon as practicable after the report is completed, either <ul style="list-style-type: none"> (i) provided to the joint committee or worker health and safety representative, as applicable, or (ii) if there is no joint committee or worker health and safety representative, posted at the workplace. <p><u>Measures to Ensure Compliance:</u></p> <p>This order has been coded as complied as the employer provided a copy to the joint committee immediately after our meeting concluded.</p>		

REFERENCES

In addition to any orders, or other items, and the information provided in the Inspection Notes section in this Inspection Report, the officer may discuss other health and safety issues with the employer arising out of the inspection. The information below sets out the health and safety requirements discussed with the employer, and unless otherwise noted, violations of these requirements were not observed.

Reference	Details Discussed
<p>WCA130</p> <p>A joint committee has the following duties and functions in relation to its workplace:</p> <ul style="list-style-type: none"> (a) to identify situations that may be unhealthy or unsafe for workers and advise on effective systems for responding to those situations; (b) to consider and expeditiously deal with complaints relating to the health and safety of workers; (c) to consult with workers and the employer on issues related to occupational health and safety and occupational environment; (d) to make recommendations to the employer and the workers for the improvement of the occupational health and safety and occupational environment of workers; (e) to make recommendations to the employer on educational programs promoting the health and safety of workers and compliance with this Part and the regulations and to monitor their effectiveness; (f) to advise the employer on programs and policies required under the regulations for the workplace and to monitor their effectiveness; (g) to advise the employer on proposed changes to the workplace, including proposed changes to equipment and machinery, or the work processes that may affect the health or safety of workers; (h) to ensure that accident investigations and regular inspections are carried out as required by this Part and the regulations; (i) to participate in inspections, investigations and inquiries as provided in this Part and the regulations; (j) to carry out any other duties and functions prescribed by regulation 	<p>See Inspection Notes for discussion.</p>

Reference	Details Discussed
<p>WCA173(1)</p> <p>An employer must conduct a preliminary investigation under section 175 and a full investigation under section 176 respecting any accident or other incident that:</p> <ul style="list-style-type: none"> (a) is required to be reported by section 172, (b) resulted in injury to a worker requiring medical treatment, (c) did not involve injury to a worker, or involved only minor injury not requiring medical treatment, but had a potential for causing serious injury to a worker, or (d) was an incident required by regulation to be investigated. 	Requirements for investigations.
<p>WCA175(1)</p> <p>An employer must, immediately after the occurrence of an incident described in section 173, undertake a preliminary investigation to, as far as possible,</p> <ul style="list-style-type: none"> (a) identify any unsafe conditions, acts or procedures that significantly contributed to the incident, and (b) if unsafe conditions, acts or procedures are identified under paragraph (a) of this subsection, determine the corrective action necessary to prevent, during a full investigation under section 176, the recurrence of similar incidents 	See Inspection Notes for discussion.
<p>WCA176(1)</p> <p>An employer must, immediately after completing a preliminary investigation under section 175, undertake a full investigation to, as far as possible,</p> <ul style="list-style-type: none"> (a) determine the cause or causes of the incident investigated under section 175, (b) identify any unsafe conditions, acts or procedures that significantly contributed to the incident, and (c) if unsafe conditions, acts or procedures are identified under paragraph (b) of this subsection, determine the corrective action necessary to prevent the recurrence of similar incidents 	See Inspection Notes for discussion.
<p>WCA176(2)(b)</p> <p>The employer must ensure that a report of the full investigation is submitted to the Board within 30 days of the occurrence of the incident.</p>	A request for an extension to the 30 day deadline was granted.

Employer #	Mailing Address	Classification Unit #	Operating Location
4000	WORKERS' COMPENSATION PROGRAMS BC PUBLIC SERVICE AGENCY PO BOX 9404 STN PROV GOVT VICTORIA BC V8W 9V1	841102	031

Lab Samples Taken	Direct Readings	Results Presented	Sampling Inspection(s)
N	N	N	

Workers onsite during Inspection	Notice of Project Number
0	

Inspection Report Delivered To	Employer Representative Present During Inspection	Worker Representative Present During Inspection	Labour Organization & Local
Brent Racette	Brent Racette	Jonathan Stevens	BCGEU

WorkSafeBC Officer Conducting Inspection
Allan Goodman

*Inspection Time	*Travel Time
6.00 hrs	1.25 hrs

*The time recorded above reflects the inspection time and travel time associated with this inspection report and includes time spent on pre and post-inspection activities. Additional time may be added for subsequent activity.

Right to Review

Any employer, worker, owner, supplier, union, or a member of a deceased worker's family directly affected may, within 45 calendar days of the delivery date of this report, in writing, request the Review Division of WorkSafeBC to conduct a review of an order, or the non-issuance of an order, by contacting the Review Division. Employers requiring assistance may contact the Employers' Advisers at 1-800-925-2233.

WorkSafeBC values your feedback. To obtain that feedback, an external market research provider may be contacting you to complete a survey.