

# WCB UPDATE

April 2018

## The WCB Offers Multiple Payment Options

In an effort to ensure making premium payments are as convenient as possible for employers, the WCB offers a FlexPay option. FlexPay is an enhanced payroll reporting and payment system for all customers.

### FlexPay offers:

- Easy online payments with more options for when and how payments are made
- Online payroll reporting
- Convenience of 24/7 online access
- No additional cost

### All customers will enjoy a number of advantages with FlexPay:

- Save time and paperwork by reporting your estimated annual payroll once a year.
- Revise your estimated payroll throughout the current year.
- Experience greater flexibility in payment schedules, including one or multiple payments.
- Choose from additional payment methods including:
  - pre-authorized payments
  - debit card or credit card
  - online, by phone or in person
  - cash/cheque

More information can be found at <https://www.wcb.mb.ca/flexpay-frequently-asked-questions>



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## Cooking Up Safety: Meet Michael Lindberg, Safety Champion

"If you're not safe, you don't get a job." That's what Michael Lindberg, culinary arts instructor at R.B. Russell Vocational High School (R.B. Russell), peppers his students with. He should know. He's been part of the workforce since he was 14 years old.

When he was 18, Lindberg witnessed an accident in one of the kitchen's he was working in. A co-worker received only a minor knife cut to his hand, but fainted from the sight of the blood and hit his head on a mixer, and never went back to work. Knife handling training hadn't been provided.

"If training was there that probably wouldn't have happened. It opened my eyes to take things seriously and to become as knowledgeable as I could about safety in the kitchen."

Lindberg, now 36, was nominated to be a Safety Champion because of his passion for safe work. He's been an instructor at R.B. Russell since September 2015, and a member of

the workplace safety and health committee since he joined the faculty. He says safety is extremely important to both the school and the Winnipeg School Division, and that's why he gutted the existing program when he became an instructor.

"Now, every student has to sign off on safety before they can even get into the kitchen," he says. "They have to know every piece of equipment, safe work procedures and WHMIS (the Workplace Hazardous Materials Information System)."

### **Changing lives through safe work**

He says R.B. Russell is unlike any other school in the city when it comes to safety because the division mandates that all students get training. "Because of that we teach them beyond what the industry standard is. The students have to do hazard assessments, tutorials and food handling training."

R.B. Russell is in Winnipeg's North End just north of the Slaw Rebchuck Bridge. Many students have family, social and economic challenges outside of school.

"This is their safe place," Lindberg says. "I teach them the right way, the safe way to do things and that will help them with their future. They've been through a lot in their lives."

"If I can pass along safety knowledge, they will be more employable," he says. "It's a selling feature for students if they already know how to work safely. It helps me sell them to the workforce."

Lindberg has seen a change in his students since they started the culinary program.

"They have gained confidence. When the health inspector comes in to talk to my students, they try to stump him to make sure he knows his stuff," he laughs. "It's great to see because it's making a difference in their lives as well as in the community."

When it comes to safety, Lindberg says you have to be passionate about it for your workers (students in his case).

"Having a safe environment makes things so much easier in the long run. So, why wouldn't you make sure your workers are prepared?"



# Assessment Services Here to Help

The Assessment Services Department handles employer needs and concerns related to registering with the WCB, assigning industry classifications to employers, setting premium rates, billing, collecting premiums, and appeals related to assessment services.

## Contact Assessment Services:

- For general account information

- To determine the need to obtain WCB coverage and register your business
- For assistance in providing Annual Payroll information
- To obtain an Experience and Industry Rating (Bid) letter
- For account classification or reclassification questions

- To learn more about the calculation of your premium rate

**Winnipeg:** 204-954-4505

**Within Canada and US toll-free:**

1-855-954-4321, ext. 4505

**Fax:** 204-954-4900

**Within Canada toll free fax:**

1-866-245-0796

**Email:** [assessmentservices@wcb.mb.ca](mailto:assessmentservices@wcb.mb.ca)

**WCB FACTS 2018**

**ASSESSABLE PAYROLL**

Each year, employers report payroll to the WCB which is used to calculate how much the employer is required to pay in premiums for their workers compensation insurance coverage.

Payroll includes workers' earnings, casual labour earnings and the labour reporting of contract workers' earnings. (For more information specific to contract workers, see the Calculation of Earnings for Contract Workers fact sheet on the WCB website). Employers are asked to report both their gross payroll and their assessable payroll. For most firms, these amounts are the same.

**What is the difference between payroll and earnings?**

For the purposes of the Workers Compensation Board of Manitoba, earnings refer to what each individual worker is paid for their work. Payroll refers to the total earnings of all covered workers combined (not including individuals with Personal Coverage) and may include earnings for individuals who are not issued a T4 slip by the business.

**What is the difference between gross payroll and assessable payroll?**

The amount that employers report, per worker, is subject to a cap, or maximum assessable earnings level. Employers are not charged a premium on the portion of a worker's earnings that exceeds the maximum assessable earnings. For example, if the maximum assessable earnings in 2018 are \$127,000, and all your workers earn less than that amount, then the gross payroll and the assessable payroll are the same amount.

If any individual worker(s) earn in excess of \$127,000 in 2018, then the employer should report those individual's earnings only up to the maximum as assessable earnings.

The total amount is considered the gross payroll and the capped earnings are considered the assessable payroll.

**Example of how to apply the maximum assessable earnings level:**

A firm has two workers in 2018. It is anticipated one worker will earn \$130,000 and the other worker will earn \$105,000. The 2018 maximum assessable earnings per worker is \$127,000.

The employer's gross payroll is \$235,000 (\$130,000 + \$105,000 = \$235,000).

The employer's assessable payroll is \$232,000 (\$127,000 + \$105,000 = \$232,000).

\$232,000 is the amount the WCB will use to determine the employer's premium.

## 2018 Fact Sheets Available in Eight Languages

The WCB has updated its Fact Sheets, covering all the specialized information you might need in your dealings with us. From information on assessable payroll and calculation of benefits to coverage for contract workers and return to work, our Fact Sheets provide detailed information

on every aspect of the WCB's business.

The Fact Sheets are available on our website in English, French, Tagalog, Spanish, German, Mandarin, Punjabi and Russian.

We've also reformatted some of our

Fact Sheet content into FAQs in order to streamline information. The FAQs are available in English on our website.

The full listing of our Fact Sheets can be found at

<https://www.wcb.mb.ca/fact-sheets>.

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