



# WCB update

June 2008

## Developing Safety Resources for Immigrant Workers: The Manitoba Immigrants' Safety Initiative

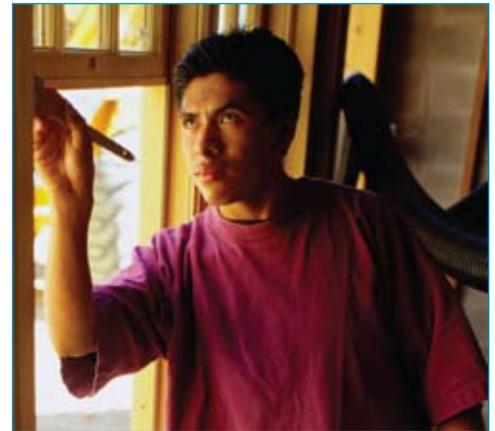
The Manitoba Immigrants' Safety Initiative (MISI) is a two-year project coordinated by Safety Services Manitoba and the International Centre of Winnipeg. Funded through the WCB's Community Initiatives and Research Program, the project's goal is to prevent injuries, deaths and work-related illnesses among Manitoba's new and existing immigrant workers. With Manitoba's immigration rates projected to increase over the next decade, the need for specific safety resources for immigrant workers is also increasing.

MISI has four development committees working to produce preventive education tools and resources, based on feedback from immigrant workers and their employers. These resources will be distributed as they are developed. Fall meetings will be planned both inside and outside of Winnipeg to present and review the resources and materials

with settlement and employment agencies and employers.

The four development committees made up of stakeholder organizations from the private, public and not-for-profit sectors include:

- The **Culture and Workplace Safety Committee**, which is developing two manuals addressing the impact of cultural differences on workplace health and safety. One manual is customized for employers, the other for immigrant workers, which will also be available online. A workshop curriculum will also be developed.
- The **Language Committee**, which is developing a provincial inventory of health and safety training materials that are appropriate for audiences facing language barriers. This inventory will facilitate the creation of a resource website and a central library of resources, and identify gaps for further development of materials. These resources will identify existing capacity, needs, and audiences with whom to share future training resources and initiatives.
- The **Rights and Responsibilities Committee**, which is developing three print resources to assist immigrant workers to better



understand their workplace rights and employer responsibilities. These resources will be available in five languages in both print and electronic versions. They will be distributed to immigrant workers, employers, and immigrant entry and employment programs.

- The **Resources Committee**, which is developing an online Health and Safety 101 course customized for immigrant workers. Two online versions of WHMIS for different language levels are also planned. To support agricultural safety and awareness, a Hydrogen Sulphide Gas manual will be translated into five languages. "Live Safe & Work Smart", a resource manual for safety trainers and facilitators donated by the Government of Ontario, will be made available.

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## WCB Enhances Security of Online Services

The security of our client's information is of the utmost importance to the WCB. Therefore, to improve security when accessing confidential information through our online services, the WCB has put in place more stringent registration requirements.

Designed to provide faster and better service to our clients, the WCB's online services include the Clearance Request System, Claims Online and Incident Reporting. Currently, when registering to use any of these services, employers are asked for

information such as their company's WCB firm number, industry code and corresponding rate. Employers will now also be asked to provide their company's last reported Annual Estimated Earnings or the last reported Quarterly Earnings.

For more information about the WCB's online services, please visit [www.wcb.mb.ca](http://www.wcb.mb.ca). To register for any of these services, call the WCB Technical Support Team at 954-4803 in Winnipeg or toll free at 1-866-751-9245.

## New Name and E-mail Address for Employer Services Department

Service quality is of paramount importance to the WCB. In response to the feedback employers have given the organization, the WCB has made some changes to the Employer Services Department (ESD).

To clarify the department's role and function, ESD will be called Assessment Services Department. Some units within the department will also be renamed for the same reason. The name changes will become effective July 1, 2008.

The Employer Accounts unit will be renamed Assessment Accounts. The unit sets up new registrations, bills and performs general maintenance on accounts, which includes answering account inquiries from employers.

The Program Development and Classification unit will be renamed Assessment Program Services. This

unit is responsible for annual rate setting, compiling statistical data and developing policies and procedures. On referral, the unit also answers questions about more complex assessment related issues.

One unit, Audit, will keep the same name. The Audit unit works directly with employers, auditing their payroll and industry classifications. The unit helps employers understand their audit results and provides clarification about assessment reporting requirements.

### New E-mail Address

The department and units will have the same responsibilities as before the name change. Telephone and fax numbers will remain the same. You can still reach the department at 204-945-4505 (toll free 1-800-362-3340) and send faxes to 204-954-4900 (toll free 1-866-245-0796). The Assessment Services Department's e-mail address, however, will change from the current [employerservices@wcb.mb.ca](mailto:employerservices@wcb.mb.ca). The new e-mail address will be [assessmentservices@wcb.mb.ca](mailto:assessmentservices@wcb.mb.ca) effective July 1, 2008.

The WCB values feedback and will continue to implement service quality improvements to meet the diverse needs of the stakeholders it serves.

## Strategic Leadership Research

Your input is needed to help make workplaces safer.

Researchers from Canadian universities and the Technion University in Israel are working with strategic leaders in Manitoba to study what makes safety a sustainable organizational priority.

As one of the newest projects funded by the WCB's Community Initiatives and Research Program (CIRP), the project's goal is to identify techniques to help reduce workplace injury and illnesses.

As an employer, your voluntary participation is essential. The research team may contact you to conduct an in person or phone interview, from which you may withdraw at any time.

"We highly encourage those contacted to participate," says David Stuewe, a Professor at Dalhousie University. "Our researchers have a strong track record of maintaining confidentiality and providing insightful advice."

Research is conducted in complete confidence; the WCB has no way of knowing whether or not you have been approached, or whether you choose to participate. Findings will be compiled into a report and shared with participants.

For more information, please feel free to contact: Gordon Tate, Research Coordinator, (204) 480-8535.

### Make WCB Payments Electronically

Did you know you can make WCB payments electronically? Even better, you can pay any time you wish using your financial institution's Internet or telephone banking options. Interested? More details are available online at [www.wcb.mb.ca](http://www.wcb.mb.ca) in the Employers section.

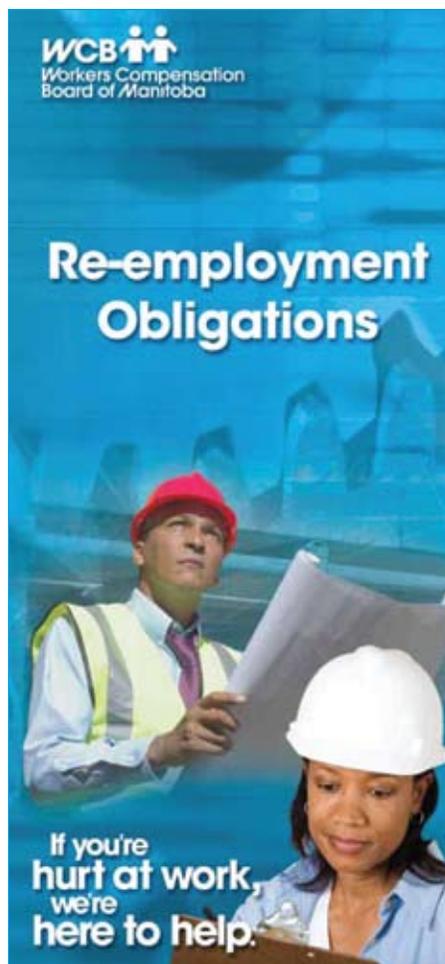
## Re-employment Obligation

Since January 1, 2007, legislation concerning the re-employment of injured workers has been in effect in Manitoba. The WCB developed a new Return to Work policy in consultation with stakeholders and provided other information and educational activities prior to the implementation of these Re-employment Obligations.

During the past 16 months, the WCB has continued to help Manitobans work with these Re-employment Obligations to reduce the impact of injuries to workers and employers. The WCB will assist all employers in returning injured workers to safe and productive work ensuring that legislative requirements are fulfilled.

The basic criteria of the legislation are as follows:

- It applies to employers who have 25 or more full-time or regular part-time workers;
- Workers must have 12 continuous months of employment prior to the date of injury;
- Employers must accommodate injured workers to the point of undue hardship;
- Nothing prevents an employer from laying off or terminating a worker's employment provided it is for reasons unrelated to the compensable injury. If this occurs, the onus of proof is on the employer to show the termination was not related to the injury; and
- An administrative penalty may be applied if an employer has not met their re-employment obligations.



More information on the Re-employment Obligations, including a *Re-employment Obligations* pamphlet, can be found at [www.wcb.mb.ca](http://www.wcb.mb.ca).

Additional on-site presentations on Return to Work, including the Re-employment Obligations, are available by contacting Kim Keating at 954-4845 or at [kkeating@wcb.mb.ca](mailto:kkeating@wcb.mb.ca).

## Employers Assessed Annually: Review your Estimated Workers Earnings

Employers are reminded to review their 2008 estimate of workers' earnings. It is important to keep your estimate as accurate as possible because it is used for billing and to determine assessment rates. Also, interest may be calculated on the difference between your estimated assessment and final assessment for 2008.

In the past, the WCB issued reminder letters to employers to review their estimate of workers' earnings. While the WCB will no longer issue these reminders, you can still make an adjustment at any time during the calendar year if your estimate has changed.

Estimated workers' earnings changes can be submitted in writing, by fax or by phone. Please be sure to include your firm number with all correspondence.

**Employer Services**  
210-363 Broadway  
Winnipeg, MB R3C 3N9

**Fax: 954-4900**  
**Toll-free fax: 1-866-245-0796**

**Phone: 954-4567**  
**Toll-free phone: 1-800-362-3340**

## Dates to Remember

**July 20, 2008** – The Quarterly Remittance for the second quarter of 2008 and payment must be received at the WCB by this date for firms reporting on a quarterly basis.

**August 31, 2008** – The second instalment must be received at the WCB by this date for firms reporting workers' earnings on an annual basis and paying in instalments.



## SAFE Roads Campaign Targets Road Construction Safety

**What the HECK  
were you thinking?  
Slow Down For Construction**



The WCB has once again teamed up with the province's Workplace Safety and Health Division to launch their annual SAFE Roads campaign, aimed at raising awareness of the safety of road construction workers. SAFE Roads is targeted at motorists across the province, asking them to slow down and exercise caution when driving past road construction projects.

"All workers, no matter where their workplace is located, need to be protected from harm," says Manitoba Infrastructure and Transportation Minister Ron Lemieux. "In the case of road construction workers, the road is their workplace. The SAFE Roads campaign is an important workplace injury prevention and awareness initiative to help keep them safe."

The campaign includes radio and transit bus ads that feature the frank message "What the heck were you thinking?"

"We want motorists to pay special attention to road construction signs and reduce their speed in construction zones," says Scott Fielding, Winnipeg City Councillor. "The goal is to make sure that our road construction workers get to go home safe at the end of the day."

During the busy summer months, there are numerous road construction projects taking place throughout Manitoba on any given day. As a result, there are many workers working in public places and they all need to be kept safe.

"Motorists play a key part in ensuring the safety of our road and bridge construction workers," says Ernie Gilroy, CEO of the Manitoba Floodway Authority. "In construction zones, motorists are often sharing one road space with workers; therefore, it's vitally important for them to take precautions and slow down."

The SAFE Roads campaign is part of the successful SAFE Work initiative that draws attention to the need to prevent workplace injuries, illnesses and deaths.

"The SAFE Roads campaign is a wonderful example of a partnership initiative that is aimed at helping prevent workplace injuries," says WCB Chairperson Tom Farrell. "The uniqueness of this campaign is that it is designed to help protect a very specific population of workers – those working on road construction projects."

*The Highway Traffic Act* supports the SAFE Roads campaign by setting penalties for failing to slow down when traveling through construction zones. Offenders caught speeding past crews as they are working will have an additional \$5 added to the base fine for every kilometre recorded over the speed limit.

Update is also available in a large print version.

Return undeliverable copies to:

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Telephone: (204) 954-4760 Fax: (204) 954-4968

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