

# SAFE WORK IN EVERY WORKPLACE:

The Joint Injury and Illness Prevention Strategy, 2008 - 2012



# SAFE WORK

**S** SPOT THE HAZARD  
**A** ASSESS THE RISK  
**F** FIND A SAFER WAY  
**E** EVERYDAY

TM

# LETTER TO THE MINISTER



The Honourable Nancy Allan  
Minister of Labour and Immigration  
and Minister Responsible for *The Workers Compensation Act*  
Room 317, Legislative Building  
Winnipeg, Manitoba R3C 0V8

Dear Minister:

On behalf of the Workplace Safety and Health Division of Manitoba Labour and Immigration and the Workers Compensation Board of Manitoba, we are pleased to present our organizations' Joint Injury and Illness Prevention Strategy for 2008 - 2012.

Respectfully submitted,

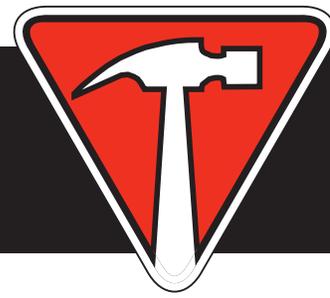
A handwritten signature in black ink, appearing to read 'Tom J. Farrell'. The signature is fluid and cursive.

Tom J. Farrell  
Chairperson  
Workers Compensation Board

A handwritten signature in black ink, appearing to read 'Don Hurst'. The signature is fluid and cursive.

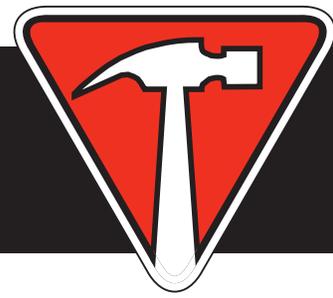
Don Hurst  
Assistant Deputy Minister  
Workplace Safety and Health Division

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# INTRODUCTION



In 2001, the Minister of Labour and Immigration launched the most extensive consultation on workplace safety and health in more than 25 years. A committee representing labour, management and technical specialists with extensive workplace safety and health experience conducted the review and issued its report in January 2002. The cornerstone recommendations were for the Workplace Safety and Health Division (WSHD) and the Workers Compensation Board (WCB) to coordinate their efforts and resources to lead a sustained province-wide initiative to build a strong workplace safety and health culture in Manitoba and to achieve a 25 per cent reduction in the time loss injury rate. These goals were to be realized through the implementation of a set of 62 recommendations within four priority areas:

1. Public awareness and education;
2. Training for employers, supervisors and workers;
3. Prevention measures in workplaces and regulatory standards; and,
4. Strengthening internal and external responsibility systems.

## OUR ACCOMPLISHMENTS

Through our SAFE Work program, the WCB and the WSHD have made tremendous progress towards our goals over the past five years. Each of the 62 recommendations of the report on workplace safety and health has been addressed, with initiatives either completed or ongoing.

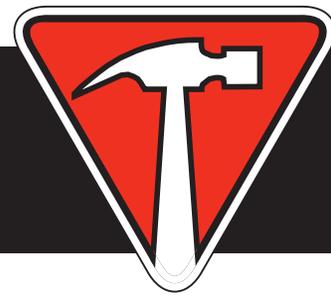
The results of our efforts are clear: significant reductions in workplace injuries and disease have been achieved by initiatives aimed at fostering and enhancing a safety and health culture. Between 2000 and 2007, the time loss injury rate fell by 25 per cent.

## PUBLIC AWARENESS AND EDUCATION

In order to cultivate a safety and health culture in Manitoba, the WSHD and the WCB have worked to change Manitobans' attitudes and behaviours about health and safety.

- Through a comprehensive media program and other vehicles, the WCB and WSHD have increased the public's awareness of prevention.
- The WSHD has developed health-and-safety curricula for high schools and the WCB has continued to sponsor the SAFE Workers of Tomorrow program, which introduces high school students to the topic of workplace health and safety.

# INTRODUCTION



## TRAINING FOR EMPLOYERS, SUPERVISORS AND WORKERS

Training is an important tool that gives employers, supervisors and workers the knowledge and skills needed to prevent workplace injury and disease. Training also helps build a safety and health culture in the workplace.

- The WSHD has expanded its training capacity and the WCB has supported training through grants.
- Both agencies have enhanced training for priority firms.

## MEASURES AND STANDARDS

Legislation and its accompanying regulations provide the foundation for prevention activities in Manitoba. Collecting data consistently provides the standards against which progress can be measured.

- *The Workplace Safety and Health Act* and regulations have been updated and bring Manitoba into the mainstream of Canadian occupational safety and health legislation.
- *The Workers Compensation Act* was amended to give the WCB a clear mandate in prevention.
- Both agencies have adopted a common data methodology.

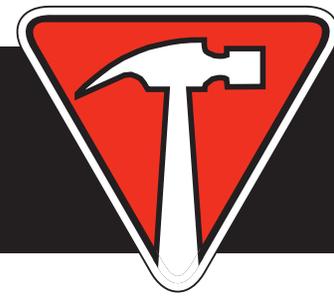
## STRENGTHENING INTERNAL AND EXTERNAL RESPONSIBILITY SYSTEMS

*The Workplace Safety and Health Act* requires that every workplace, large and small, must have a system in place to identify hazards, assess the risk of those hazards, and carry out appropriate corrective action to control risk. This system is known as the internal responsibility system.

Under the internal responsibility system, everyone in the workplace has a role to play and a duty to actively ensure workers are safe. Every worker who sees a health and safety problem such as a hazard in the workplace has a duty to report the situation to management. Once a hazard has been identified, the employer and supervisor have a duty to look at the problem and eliminate any hazard that could injure workers. A properly functioning internal responsibility system ensures that employers, supervisors and workers function together to make workplaces safer.

- The WSHD has supported safety-and-health committees through training.
- The WCB has funded resource material for safety-and-health committees through grants.

# INTRODUCTION



## WORKING TOGETHER FOR A SAFER MANITOBA: 2008 AND BEYOND

With five years having elapsed since the original mandate of the SAFE Work program, there is a need to renew its direction for the next five years.

The WCB and WSHD have revamped their Joint Injury and Illness Prevention Strategy. This plan adopts an aggressive new approach to reducing the number of workplace injuries and illnesses in Manitoba.

To provide greater clarity, the updated Injury and Illness Prevention Strategy now includes a vision, mission, commitment and values statement.

To continue to create momentum and to add new impetus for prevention, the updated plan adopts an overall goal of reducing the provincial time loss injury rate to 3.5 per 100 full-time-equivalent workers. The plan also adopts the goals of significantly reducing the number of traumatic fatalities and the number of serious injuries over the next five years.

To better reflect the most common types of injuries and the industries in which those injuries are most likely to occur, the new plan adopts targeted demographic, injury and industry priority areas, while maintaining its focus on those firms that generate the highest volume of workplace injuries.

Safety is everyone's responsibility, and everyone has a role to play. The WCB's primary role is promotion, especially by creating public awareness, motivating employers, assisting workplaces, analyzing data, and funding research. The WSHD's primary role is protection, through inspection, enforcement and training. We will work together to leverage each agency's expertise without duplicating efforts. Over the next five years, the WSHD and WCB will continue to look for ways to engage community partners in the challenge of preventing workplace injuries and illnesses.

### To better reflect current needs, we have adopted these themes:

- Protection - Ensuring the safety and health of Manitoba workplaces through inspections and by supporting the internal responsibility system
- Promotion - Creating a culture of SAFE Work in Manitoba through awareness, partnerships, consultation, programs and leadership
- Education - Expanding prevention knowledge through specialized training and the sharing of information
- Capacity - Ensuring Manitoba has the tools, expertise, technology and trained workers to achieve our prevention goals

# VISION, MISSION, COMMITMENT AND VALUES



To pursue a goal successfully, everyone involved needs to share a vision - to have a common understanding - of the task at hand. Clarity of vision and understanding what you want to achieve motivates and creates momentum. To that end, the WSHD and the WCB jointly have adopted common statements of vision, mission, commitment and values to focus the combined efforts of all those involved in creating SAFE Work.

## Vision:

SAFE Work in every workplace

## Mission:

Together with our partners, the Workplace Safety and Health Division and the Workers Compensation Board will prevent workplace injuries and illnesses through promotion, protection and education.

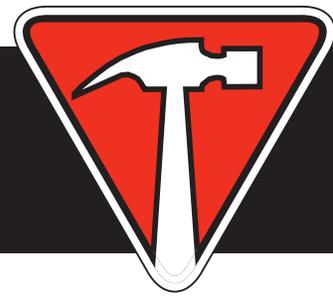
## Commitment:

Workers have the right to a safe and healthy workplace, and Safe Work is everyone's responsibility.

## Values:

- Leadership - Promoting innovation, best practices, and excellence, and taking ownership of and responsibility for showing the way
- Fairness - Protecting workers and workplaces transparently and impartially, based on best practices
- Partnership - Working collaboratively, the WSHD, WCB and their stakeholders will achieve the greatest possible reduction in workplace injuries and illnesses

# GOALS AND PRIORITIES



The SAFE Work program has made tremendous progress over the last five years. The WSHD and WCB, in tandem with community stakeholders, are putting resources and supports in place to change Manitobans' knowledge of and attitudes toward Safe Work. Bolstered by success, the WSHD and WCB will, over the next five years, pursue even more aggressive goals and fine tune our priorities.

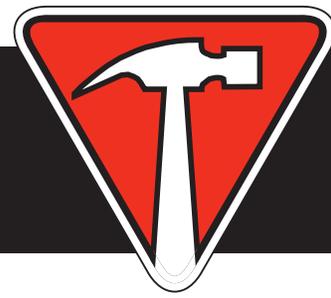
## SAFE Work Goals:

- To reduce the time loss injury rate to 3.5 per 100 full-time-equivalent workers
- To reduce the number of serious injuries by 50 per cent
- To significantly reduce the number of traumatic fatalities

## SAFE Work Priorities:

- Demographic Priorities - Youth, Aging Workers, New and Immigrant Workers
- Injury Priorities - Musculoskeletal Injuries, Amputations, Fall-related Injuries
- Priority Firms - those with the greatest number of hazards and injuries and the highest injury rates
- Industry Priorities - Healthcare, Construction, Manufacturing, Agriculture and the Public Sector

# PROTECTION



## Ensuring the safety of Manitoba workplaces through inspections and by supporting the internal responsibility system

One of the foundations of occupational safety and health legislation is the principle of internal responsibility - those in the workplace who have the authority and ability to identify and control hazards must take responsibility for workplace safety and health.

In 2007, over 35,000 Manitobans were injured or became ill at work. While that number is lower than in recent years, it is still too high. Over the next five years, the WSHD and WCB will use multiple channels to help employers and workers prevent workplace injuries and illnesses from happening in the first place.

### Five Year Goals:

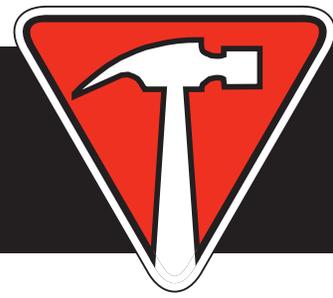
- Increase the number of inspections - more workplace inspections means fewer workplace injuries and illnesses
- Improve compliance - ensure workplaces follow regulatory requirements
- Increase effective workplace safety-and-health programs and committees - effective programs and committees are proven to help reduce workplace injuries and illnesses
- Ensure employers take responsibility for supervising and training new, young, immigrant and at-risk workers - safe workers aren't born, they're trained
- Review and communicate legislation and regulations - all stakeholders need to have up-to-date knowledge of health-and-safety requirements and responsibilities

### To increase the number of inspections, the WSHD will:

- Expand and improve the priority firms initiative, hire more enforcement officers, increase random inspections, improve special inspection initiatives, and enhance and strengthen internal performance measures for inspections

### To improve compliance, the WSHD will:

- Make use of the administrative penalties process in appropriate circumstances to encourage compliance



To increase effective workplace safety-and-health programs and committees, the WSHD will:

- Increase the number of workplaces with safety-and-health committees and programs

To ensure employers take responsibility for supervising and training new, young, immigrant and at-risk workers, the WCB and WSHD will:

- Target compliance in industries most likely to employ young workers, monitor training programs of young workers, and tailor training, communication and enforcement efforts to specific needs of immigrants and at-risk workers

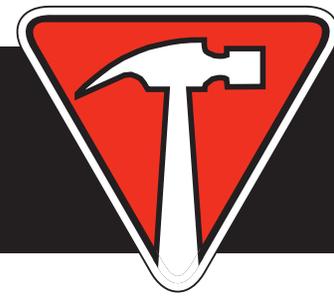
To review and communicate legislation and regulations, the WSHD will:

- Review the mines regulation, educate stakeholders on recent changes to all the regulations, and have the Minister's Advisory Council on Workplace Safety and Health review *The Workplace Safety and Health Act*

## Objectives

- 50 per cent increase in the number of inspections by 2012
- 20 new inspectors over two years
- Full compliance with legislative requirements for safety-and-health committees and programs
- Contact 80 per cent of employers in industries most likely to employ young workers
- Complete mines regulation review by 2009
- Review *The Workplace Safety and Health Act*

# PROMOTION



Creating a culture of SAFE Work in Manitoba through awareness, partnerships, consultation, programs and leadership

Our vision is “SAFE Work in every workplace.” How do we get there? Ultimately, by creating a culture of SAFE Work. Every Manitoban must understand that workplace injuries and illnesses are not inevitable. Working together, we can ensure that every injury and illness is prevented. Over the next five years, the WSHD and WCB will use a variety of tools to turn this concept into a core value, and we will be looking to the community for help.

## Five Year Goals:

- Expand public awareness - our message must reach all Manitobans
- Promote cultural change - Manitobans need to develop an understanding that all workplace injuries and illnesses are preventable
- Enhance ways for employers to embrace their responsibility for prevention - taking ownership of workplace safety and health
- Build and enhance partnerships - the WSHD, the WCB and the community all have a role to play
- Create a business case for prevention - SAFE Work is not just good for workers and their families, it's good for business
- Raise young people's awareness of workplace safety and health - teaching workers about workplace safety and health when they are young creates safe workers for life

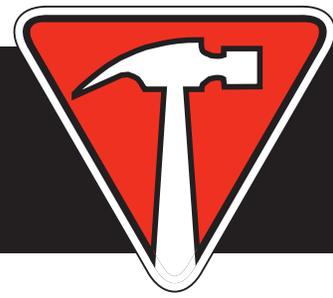
## To expand public awareness, the WCB and WSHD will:

- Target public awareness based on evidence, align communications with protection and promotion activities, further develop our website for safety-and-health information, tools and resources, and attract media attention to our activities

## To promote cultural change, the WCB will:

- Maintain and promote an ongoing social marketing program that will create a demand for safe workplaces and change the belief that injuries are inevitable, and bring together safety champions in priority sectors

# PROMOTION



To enhance ways for employers to embrace their responsibility for prevention, the WCB will:

- Develop initiatives to encourage employers to take ownership of prevention, provide direct support and assistance to safety-and-health program development in workplaces, and support sector certification programs that meet standards

To build and enhance partnerships, the WCB will:

- Promote industry-based safety programs in priority sectors, and promote a province-wide safety-and-health network for information sharing

To create a business case for prevention, the WCB will:

- Use incentive programs, communicate and promote the benefits of prevention, identify costs and undertake risk analyses

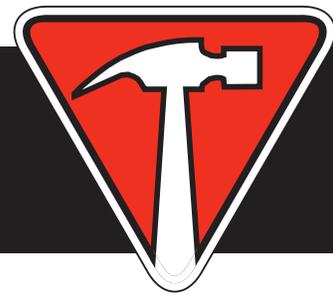
To raise young people's awareness, the WCB and WSHD will:

- Enrich our comprehensive youth-based program, enhance youth knowledge of their rights and responsibilities and help young people to acquire the tools they need to prevent workplace injuries and illnesses

Objectives:

- 80 per cent of public are aware of SAFE Work program
- 75 per cent of Manitobans think workplaces injuries are preventable
- Establish working relationships with all key industry stakeholders

# EDUCATION



## Expanding prevention knowledge through specialized training and the sharing of information

Training and education are tools that help us solve the problem of workplace injury and illness. They help workers and employers to spot the hazard, assess the risk, find a safer way, everyday. Over the next five years, the WSHD and WCB will vigorously pursue educational opportunities to build Manitobans' prevention knowledge.

### Five Year Goals:

- Increase training - use multiple channels to make training available to more workers
- Target training - ensure that training is delivered to workers in industries experiencing high injury rates
- Improve resources - strive to continuously improve the quality and availability of resources
- Prepare young people for entry into the workforce - teaching youth about workplace safety and health before they enter the workforce gets them off to a good start

### To increase training, the WCB and WSHD will:

Improve accessibility and penetration of WSHD training by expanding in-person training and creating on-line training, provide web-cast training and support, increase participation in train-the-trainer programs, support third-party training capacity and availability, and identify and fill training gaps.

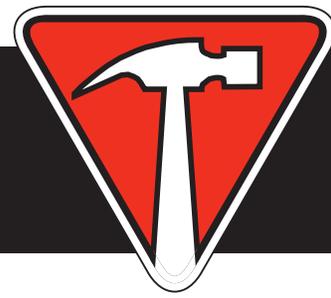
### To target training, the WCB and WSHD will:

- Align training with priorities and initiatives

### To improve resources, the WCB and WSHD will:

- Promote and distribute assessment tools, develop user-friendly reports, develop a centralized, modernized information centre, expand training materials, enhance the content and accessibility of the safemanitoba.com website, and update and develop an inventory of Occupational Health and Safety professionals

# EDUCATION



To expand and support training by institutions, the WCB and WSHD will:

- Introduce safety-and-health curricula as an available option in post-secondary institutions and increase health-care providers' awareness and knowledge of workplace injuries and injury prevention

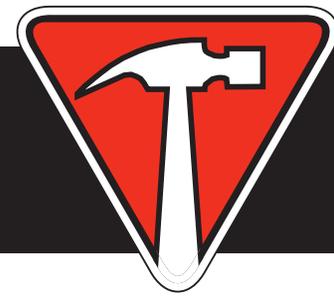
To prepare young people for entry into the workforce, the WCB and WSHD will:

- Increase the use of safety-and-health material in secondary schools, maintain and improve existing resource materials, support volunteer programs, and develop channels to reach youth who are not in the education system

Objectives:

- Triple the number of people who receive in-person training
- Develop sector-based training
- Improve the delivery of training throughout Manitoba
- Increase the number of secondary school students exposed to safety-and-health information
- Double traffic on the safemanitoba.com website

# CAPACITY



## Ensuring Manitoba has the tools, expertise, technology and trained workers to achieve our prevention goals

Enhancing the human, financial and technological resources available for prevention efforts, and continuing to use those resources already available, the WSHD and WCB will increase the capacity of Manitobans to make SAFE Work in every workplace.

### Five Year Goals:

- Improve the integration of our prevention activities - we will strengthen our collaborative efforts without duplication
- Expand prevention expertise - Manitoba needs more prevention expertise within our organizations, in workplaces and in the community
- Improve equipment, technology and infrastructure - we will enhance our ability to put prevention tools into the hands of Manitobans
- Coordinate research and analysis - by enhancing our data collection and analysis, we can better target WSHD and WCB activities

### To improve the integration of our prevention activities, the WCB and WSHD will:

- Improve communications between and within the WSHD and WCB, ensure supports are maintained as the WSHD expands its enforcement activities, and develop a system for measuring and reporting progress toward our goals

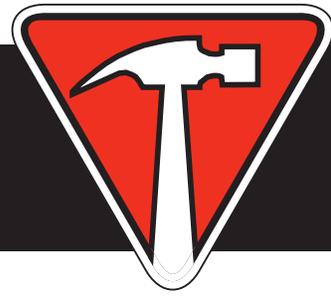
### To expand prevention expertise, the WCB and WSHD will:

- Expand the support pool of safety-and-health professionals, and expand the recruitment and retention of prevention expertise at the WSHD and WCB

### To improve equipment, technology and infrastructure, the WSHD will:

- Improve access to information and resources, and assist stakeholders to access required equipment

# CAPACITY



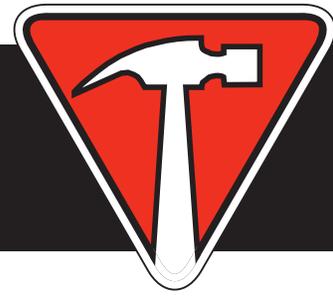
To coordinate research and analysis, the WCB and WSHD will:

- Identify and analyze the data necessary to enable better targeting, develop a comprehensive and coordinated statistical information system, and establish baseline measures for monitoring future progress

Objectives:

- Expand the pool of people working in the health-and-safety profession in Manitoba
- Provide effective annual reporting on the progress of prevention efforts

# CLOSING SUMMARY



## The Joint Injury and Illness Prevention Strategy 2008 - 2012

The first five years of the highly successful SAFE Manitoba program have laid the groundwork for building a stronger workplace safety and health culture in our province.

This Joint Injury and Illness Prevention Strategy for 2008 - 2012 charts the course for both the next five years of the program, and more importantly, for the next phase of the movement towards an improved culture of workplace safety and health in Manitoba.

The past five years were occupied with launching the SAFE Work brand, raising awareness, and capturing the attention of Manitobans. As well, *The Workplace Safety and Health Act* and regulations and *The Workers Compensation Act* were updated and modernized, further setting the stage for change. Workers and employers are ready for substantive and sustainable change in workplace safety and health in Manitoba.

More than 90 per cent of Manitobans are aware of the SAFE Work brand and more than 90 per cent of Manitobans support the SAFE Work initiative. In the next five years we will leverage this strong groundwork into further changes in culture and behaviour that will continue to reduce workplace injuries and create SAFE Work in every workplace in Manitoba.