

6951 Westminster Highway, Richmond, BC
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 #201716973036D

Employer Name	Jobsite Inspected	Scope of Inspection
THE UNIVERSITY OF BRITISH COLUMBIA	1866 Main Mall Faculty of Arts Greater Vancouver A BC V6T 1Z1	follow up inspection

Date of Initiating Inspection	Date of This Inspection	Delivery Date of This Report	Delivery Method
Apr 11, 2017	Aug 22, 2017	Aug 23, 2017	Email

THERE IS ONE (1) ORDER OR OTHER ITEM OUTSTANDING**ACTION REQUIRED****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 type="checkbox"/>	Status: Outstanding	Cited: WCA115(2)(e)
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Notice of Compliance Required.

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Rescinded	Order has been cancelled – No Further Action Required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 was a follow-up inspection to authenticate appropriate compliance with the order noted in Inspection Report #201716973036A.

The Workers Compensation Act (WCA) and the Occupational Health and Safety Regulation (OHSR) were used as a bases for compliance.

I. ORDER #1 - Non Complied

The employer is taking steps towards compliance of this order. Expected compliance date is September 30, 2017. Refer to Order text for additional information.

II. Plan

The employer will submit a Notice of Compliance to this Officer by October 2, 2017.

Additional information may be found on the WorkSafeBC website:
<http://www.worksafebc.com>

Please contact this Officer if you have any questions.

Laura Gibbins, CRSP, BScN
Occupational Safety Officer
PO Box 5350 Stn Terminal
Vancouver, B.C. V6B 5L5
Phone: 604-244-6479
Fax: 604-231-8662
E-mail: laura.gibbins@worksafebc.com

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 type="checkbox"/>	Status: Outstanding	Cited: WCA115(2)(e)
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Progress towards compliance:

Aug 22, 2017 - The employer submitted a Notice of Compliance in an email (date: August 22, 2017) that stated the following actions and the estimated date of compliance:

The information remains the same except for two updates.

1. *The UHSC did review the IR on Jun 27, 2017*
2. *The affected department has confirmed that a B&H refresher training session is anticipated to be scheduled on or before Sept 30, 2017. This is to allow for faculty and staff currently away for the summer months to return from vacation or other leaves of absence.*

Pursuant to section 194 (1) of the Workers Compensation Act, the employer must prepare a Notice of Compliance report. In accordance with section 194 (2), this report must detail what has been done to comply with the order, and where compliance has not been achieved by the time the report has been submitted, include a plan of what will be done to comply and when compliance will be achieved. Please submit the report no later than October 2, 2017.

Jun 22, 2017 - The employer submitted a Notice of Compliance (date: June 16, 2017) that stated the following information with an estimated date of compliance:

'Actions taken to comply and the estimated date of compliance:

On May 17, 2017, the employer reviewed all training records related to bullying and harassment training. The employer has determined that all current employees within the department of Classical, Near Eastern and Religious Studies have received mandated training.

All new employee are required to complete training either through in person or online training sessions and produce their certificate of completion to their supervisor.

With a majority of staff currently away for the summer months (faculty professors and graduate students), it is expected all department employees will have documented refresher training by September 30, 2017.'

Pursuant to section 194 (1) of the Workers Compensation Act, the employer must prepare a Notice of Compliance report. In accordance with section 194 (2), this report must detail what has been done to comply with the order, and where compliance has not been achieved by the time the report has been submitted, include a plan of what will be done to comply and when compliance will be achieved. Please submit the report no later than August 22, 2017.

Orders/Items - Full Details

May 15, 2017 - The employer stated in a meeting (date: May 15, 2017) that they are moving towards compliance of this order.

Pursuant to section 194 (1) of the Workers Compensation Act, the employer must prepare a Notice of Compliance report. In accordance with section 194 (2), this report must detail what has been done to comply with the order, and where compliance has not been achieved by the time the report has been submitted, include a plan of what will be done to comply and when compliance will be achieved. Please submit the report no later than June 16, 2017.

Initiating order:

Apr 11, 2017 - Workers were unable to provide information regarding the reporting procedure for incidents or allegations of workplace bullying and harassment.

This is in contravention of the Workers Compensation Act Section 115 (2)(e).

An employer must provide to the employer's workers the information, instruction, training and supervision necessary to ensure the health and safety of those workers in carrying out their work and to ensure the health and safety of other workers at the workplace.

Measures to Ensure Compliance:

The employer will provide evidence that the workers are knowledgeable regarding the reporting procedure.

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
WCA194(1) This Inspection Report contains one or more orders requiring you to submit a Notice of Compliance report. This report must be prepared in accordance with section 194(2) of the Workers Compensation Act.	Notice of Compliance
WCA194(2) The employer or other person directed by an order under subsection (1) must prepare a compliance report that specifies: (a) what has been done to comply with the order, and (b) if compliance has not been achieved at the time of the report, a plan of what will be done to comply and when compliance will be achieved.	Notice of Compliance

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Employer #	Mailing Address	Classification Unit #	Operating Location
11284	C/O WCB CLAIMS ADMINISTRATOR HUMAN RESOURCES 6TH FLOOR 6190 AGRONOMY RD VANCOUVER BC V6T 1Z3	765010	001

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

Workers onsite during Inspection	Notice of Project Number
5	

Inspection Report Delivered To	Employer Representative Present During Inspection	Worker Representative Present During Inspection	Labour Organization & Local
Bruce Anderson	Tariq Din	Not Available	BCGEU, CUPE Locals 116, 2278, 2950

WorkSafeBC Officer Conducting Inspection
Laura Gibbins

*Inspection Time	*Travel Time
0.75 hrs	0.00 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.



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NOTICE OF COMPLIANCE REPORT Instructions for Completion Worker and Employer Services Division

August 23, 2017

THE UNIVERSITY OF BRITISH COLUMBIA

C/O WCB CLAIMS ADMINISTRATOR
HUMAN RESOURCES
6TH FLOOR 6190 AGRONOMY RD
VANCOUVER BC V6T 1Z3

Reference: Inspection Report #201716973036D

Dear Bruce Anderson,

One or more orders cited in the above referenced Inspection Report includes a requirement for you to provide a Notice of Compliance Report (NOC) to WorkSafeBC, explaining the actions you have either taken, or plan to take to comply with the order(s).

Please note that a copy of this NOC has also been provided to your head office, along with a copy of the related Inspection Report. Coordinate completion and submission of this NOC with your head office.

Instructions

1. Complete in full the attached Notice of Compliance Report. If you prefer to submit documents in addition to or in place of this NOC, note the associated Inspection Report number on those documents.
2. Submit by email, fax, or mail one copy of the NOC and any other related documents to the prevention officer identified below by the due date specified on the Notice of Compliance Report or as otherwise specified in the Inspection Report. Failure to prepare and submit a NOC Report by the date specified may result in enforcement action.
3. If compliance has not been achieved by the due date of the NOC, the employer or other person must also prepare a follow-up compliance report when compliance is achieved, and submit the report to WorkSafeBC.
4. A copy of all completed NOC reports must be posted in a conspicuous place at or near the workplace where the inspection was conducted for at least seven days, or until compliance has been achieved, whichever is the longer period.
5. Provide a copy of all completed NOC reports to the joint committee or worker health and safety representative, as applicable. If the report relates to a workplace where workers of the employer are represented by a union, send a copy of the report to the union.

Submit NOC to:

Attention: Laura Gibbins (Occupational Safety Officer)
Phone: (604) 244-6479
Email: Laura.Gibbins@worksafebc.com
Mailing Address: Worker and Employer Services Division
WorkSafeBC
Field Svcs - Van/Rich/Delta
6951 Westminster Hwy
Richmond BC
V7C 1C6

Should you have any questions, please contact the officer identified above.

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THE UNIVERSITY OF BRITISH COLUMBIA

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 HUMAN RESOURCES
 6TH FLOOR 6190 AGRONOMY RD
 VANCOUVER BC V6T 1Z3

Reference: Inspection Report #201716973036D

Refer to the 'Orders - Full Details' section of the Inspection Report when completing this form.

Order #	Cited	Description of actions taken to comply, or the intended actions to comply, and the estimated date of compliance
1	WCA115(2)(e)	

Please submit the completed NOC report along with any supporting documentation, or in turn the documents that replace it no later than Friday, September 22, 2017 or as otherwise specified in the Inspection Report.

Submit NOC to:

Attention: Laura Gibbins (Occupational Safety Officer)
 Phone: (604) 244-6479
 Email: Laura.Gibbins@worksafebc.com
 Mailing Address: Worker and Employer Services Division
 WorkSafeBC
 Field Svcs - Van/Rich/Delta
 6951 Westminster Hwy
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For Employer Use Only	
Person Submitting this Report (Please Print)	Date Submitted
	Month: Day: Year:
Phone:	Email:

For WorkSafeBC Use Only	
Person Receiving this Report (Please Print)	Date Received
	Month: Day: Year: