

6951 Westminster Highway, Richmond, BC  
Mailing Address: PO Box 5350 Stn Terminal, 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 #202413986145A		
Employer Name	Jobsite Inspected	Scope of Inspection
THE UNIVERSITY OF BRITISH COLUMBIA	6133 University Boulevard AMS Student Nest Vancouver BC V6T 1Z1	Bullying and Harassment Investigation

Date of Initiating Inspection	Date of This Inspection	Delivery Date of This Report	Delivery Method
Nov 15, 2024	Nov 15, 2024	Nov 15, 2024	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: <b>Outstanding</b>	Cited: <b>WCA21(1)(a)</b>
Notice of Compliance Report 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Rescinded	Order has been cancelled - No Further Action Required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

### **Introduction:**

On November 15, 2024, Prevention Officer L. Gibbins and myself met with the employer representative via a MS Teams meeting. The purpose was to discuss a recent Managerial Review that was conducted by a Regional Prevention Manger at WorkSafeBC.

### **Background:**

- See IR2024139860130A and IR2024139860141A for details.

### **Review of the Bullying and Harassment Investigation Conducted by the Employer.**

I reviewed BHQ No.62126 and the documentation in the form of an Executive Summary submitted by the employer. In particular, I reviewed the employer letter dated November 01, 2024 and attachments.

I must determine the employer has effective process to investigate bullying and harassment. In general, along with the specifics of this case outlined in BHQ No 62126 the employer has a process to address bullying and harassment matters in the workplace.

I initially decided not to issue an order in IR2020139860141A, but the Complainant requested a Manager to review my decision. That review has led to an order being issued in this report.

### **Assessment and Decision:**

-See Order # 1 in this report,.

### **Forwarding Documentation:**

Documentation can be forwarded to the following address:

Dave Scott,CRSP  
Occupational Safety Officer  
PO Box 5330 Stn Terminal  
Vancouver, BC  
V6B 5L5  
Fax: 604-231-8662  
**email:dave.scott@worksafebc.com**

### **Information on Occupational Health and Safety Matters:**

Further information on occupational health and safety matters can be found at the WorkSafeBC website ([worksafebc.com](https://www.worksafebc.com)).

Any questions with regard to the contents of this report, this Officer can be reached at 604-244-6470.

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**ORDERS/ITEMS****An employer who fails to comply with Occupational Health and Safety ("OHS") provisions 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: <b>Outstanding</b>	Cited: <b>WCA21(1)(a)</b>
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After issuing Inspection Report (IR) 202413986141A, a Managerial Review was conducted. That review concluded that this employer has not completed a full bullying and harassment investigation into the matters raised in BHQ 62126 and consistent with the regulatory requirements.

The Board's jurisdiction under Policy item #P2-21-2, Employer Duties – Workplace Bullying and Harassment ensures that employers take reasonable steps to prevent where possible, or otherwise minimize, workplace bullying and harassment. This includes responding to complaints in accordance with the employer's procedures, and in a fair and impartial manner, as outlined in the Board's Guideline G-P2-21(1)(3), Bullying and Harassment.

Guideline G-P2-21(1)(3) provides that procedures for responding to complaints must ensure a reasonable response to the complaint or incident and aim to fully address the incident and ensure that bullying and harassment is prevented or minimized in the future. Where an investigation is required, the guideline specifically requires that the investigation should:

- Be undertaken promptly and diligently and be as thorough as necessary in the circumstances.
- Be fair and impartial, providing both the complainant and the subject of the complaint fairness in evaluating the allegations.
- Be sensitive to the interest of the parties, and maintain confidentiality to the extent in the circumstances.
- Be focused on finding facts and evidence, including interviews of the complainant, the subject and any witnesses.
- Incorporate where necessary the need for both the complainant and the subject of the investigation to have assistance during the investigation process.

This is in contravention of the Workers Compensation Act Section 21 (1)(a).

Every employer must ensure the health and safety of all workers working for that employer, and any other workers present at a workplace at which that employer's work is being carried out.

**Measures to Ensure Compliance:**

The employer is to address this matter. Pursuant to section 88 (1) of the Workers Compensation Act, the employer must prepare a Notice of Compliance report. In accordance with section 88 (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 December 18, 2024.

**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><b>WCA88(1)</b></p> <p>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 88(2) of the Workers Compensation Act.</p>	<p>Requirement to submit Notice of Compliance Report set out in applicable order.</p>
<p><b>WCA88(2)</b></p> <p>The employer or other person directed by an order under subsection (1) must prepare a compliance report that specifies:</p> <p>(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.</p>	<p>Requirement to submit Notice of Compliance Report set out in applicable order.</p>

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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	002

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

Workers onsite during Inspection	Notice of Project Number
100	

Inspection Report Delivered To	Employer Representative Present During Inspection	Worker Representative Present During Inspection	Labour Organization & Local
Mandy Sigurgeirson	Mandy Sigurgeirson	Not Applicable	CUPE local 116, AAPS

WorkSafeBC Officer Conducting Inspection
Dave Scott

*Inspection Time	*Travel Time
1.50 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.

### Request a 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 Office at 1-800-925-2233.**

**To submit a request online, visit <https://www.worksafebc.com/en/review-appeal/submit-request>**

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

WorkSafeBC's online services provide employers with tools to view information and to complete a variety of transactions with us in an easy, fast, and secure way. Through an online services account, you can view and download your inspection reports and compliance agreements, submit Employer Incident Investigation Reports, view your Health & Safety Planning Tool Kit, and more. Visit [worksafebc.com](https://www.worksafebc.com) to log in or create an account.