

Society of United Professionals Health and Safety Advisory Committee

Work Plan FY 2025 / 2026

Project #1 - Psychological Safety in the Workplace

Project # 2 - Training and Competency of Society Representatives

Project # 3 - Communications to Promote Improved Awareness

Project # 4 - Improvements to Legislation and Regulation (Optional)

Project # 5 - Climate and Environmental Health (Optional)

Health and Safety Advisory Committee (HSAC) – 2025–2026 Workplan	3
Purpose:.....	3
1. Workplan for Development of Collective Agreement Language: Psychological Safety	3
Objective:.....	3
Outcomes:	4
2. Training and Competency of Society Representatives in relation to Occupational Health and Safety	4
Objective:.....	4
Training Curriculum Development: Society Health and Safety and Union Representatives	4
Purpose:.....	4
Curriculum Goals:	4
Learning Objectives:	4
Course Format:.....	5
Proposed Syllabus:	5
Outcomes and Evaluation	6
Next Steps.....	6
3. Communications to Promote Improved Health and Safety Awareness	6
Objective:.....	6
Additional Implementation Notes:	7
4. Ongoing Advocacy for Improvements to Legislation and Regulation.....	8
Objective:.....	8
5. Climate and Environmental Health (Optional)	9
Objective:.....	9
Reporting & Review:	10

Health and Safety Advisory Committee (HSAC) – 2025–2026 Workplan

Purpose:

To advance proactive, evidence-based, and inclusive health, safety, and environmental practices across all workplaces represented by the Society, with a focus on psychological safety, training and competency, advocacy, communication, and climate health.

1. Workplan for Development of Collective Agreement Language: Psychological Safety

Objective:

To develop and negotiate enforceable Collective Agreement language that promotes and protects psychological health and safety in the workplace, aligned with the principles of the **CSA Z1003-13** National Standard.

Action Item	Deliverable	Responsible Party	Timeline	Status / Notes
Review and endorse CSA Z1003-13 Standard	HSAC position paper outlining rationale for inclusion in bargaining	HSAC Committee	Q4 2025	Draft in progress; to guide framing of CA language and provide the article for proposal
Develop model Collective Agreement article on Psychological Health and Safety	Draft article with full rationale and comparison to current OHS standards	HSAC Committee/ Review by CCBC	Q1 2026	Finalize the proposal; consult with EC, Board and health & safety reps
Stakeholder consultation and review	Feedback from JHSC reps, elected Representatives, EC	HSAC + EVP	Q2 2026	Ensure alignment with strategic outcomes and bargaining priorities
Host psychological safety training pilot (pre-bargaining awareness)	Training sessions for Executive Board to raise awareness and build support	HSAC Team Member and EVP	Q2 2026	Identify bargaining units with high psychological stress indicators
Establish permanent Psychological Safety Subcommittee	Terms of Reference, membership, and mandate with focus on bargaining support and implementation	EVP	Q1 2026	EVP to form a subcommittee to support negotiation, training, and grievance readiness

Outcomes:

- Final draft of Collective Agreement language, ready for inclusion in 2026 bargaining proposals.
- Broad member and stakeholder endorsement to support bargaining strength.
- Enhanced internal capacity to implement and monitor compliance with psychological safety provisions post-negotiation.

2. Training and Competency of Society Representatives in relation to Occupational Health and Safety

Objective:

Strengthen the knowledge, skills, and capabilities of Society representatives to fulfill labour relations and regulatory health and safety responsibilities effectively. The training should enable elected representatives in identifying gaps in employer compliance and remedial actions that can be taken by the Society.

Training Curriculum Development: Society Health and Safety and Union Representatives

Purpose:

To develop and implement a comprehensive training curriculum for health and safety and elected union representatives that ensures:

- Compliance with legal duties under Ontario's Occupational Health and Safety Act (OHSA) and Labour Relations Act (LRA).
- The capacity to recognize when an employer is not meeting their statutory obligations.
- The skills to take informed, appropriate action to address employer non-compliance through internal processes, joint mechanisms, and escalation pathways.

This training will form part of a standardized curriculum delivered across the Society and will be mandatory for all new and current representatives within a defined cycle.

Curriculum Goals:

- Build legal literacy regarding health and safety and labour rights and responsibilities.
- Strengthen the ability of Society representatives to act as effective advocates and protectors of worker rights.
- Establish consistent standards for representative competency across all workplaces.
- Equip representatives with tools to engage employers in resolving issues while maintaining preparedness to escalate through legal or contractual avenues.

Learning Objectives:

Health and Safety Advisory Committee
Work Plan 2025 / 2026

By the end of the course, participants will be able to:

1. Understand and interpret key provisions of the OHSA and LRA as they relate to workplace health, safety, and union representation.
2. Identify employer duties and obligations, including those related to incident prevention, investigation, consultation, accommodation, and disclosure.
3. Recognize signs of non-compliance or underperformance in health and safety systems or employer-union consultation processes.
4. Apply effective strategies to respond to employer deficiencies, including documentation, joint committee escalation, grievance initiation, and Ministry of Labour reporting where appropriate.
5. Participate meaningfully in Joint Health and Safety Committees (JHSCs) and labour-management health and safety initiatives.
6. Foster a culture of prevention, equity, and accountability in health and safety practices within the workplace.

Course Format:

- Delivery Method: Hybrid (In-person and Virtual Options)
- Duration: 2 Days (With optional advanced modules for specific roles)
- Audience: Society Health and Safety Representatives, Union Executives, LVP’s, Unit Directors, and Delegates
- Assessment: Knowledge checks, case studies, and group exercises

Proposed Syllabus:

Module	Title	Topics Covered	Learning Activities
1	Foundations of the OHSA	- Internal Responsibility System (IRS) - Definitions and roles - Powers and protections under OHSA	Lecture + Legal Scenarios
2	Union Representation under the LRA	- Duty of fair representation - Bargaining rights and consultation - Grievance and arbitration pathways	Case studies + Discussion
3	Employer Obligations: What the Law Requires	- Employer duties under Section 25 (OHSA) - Hazard identification and risk mitigation - Right to refuse unsafe work	Legal case analysis + Role-play
4	Recognizing Non-Compliance	- Common indicators of employer failure - Documentation and evidence gathering - Examples from Society workplaces	Interactive exercise: “Spot the Deficiency”
5	Responding to Gaps in Compliance	- Escalation within the JHSC - Filing grievances or complaints - Engaging external bodies (e.g., Ministry of Labour)	Simulation + Toolkit practice
6	Psychological Health and Safety (Advanced)**	- CSA Z1003 standard overview - Union’s role in implementation - Addressing psychological hazards	Group work + Real-world application

7	Building Member Engagement & Solidarity	- Communicating safety concerns to members - Mobilizing around health and safety issues - Supporting vulnerable or marginalized workers	Presentation skills + Peer support tools
---	---	---	--

Outcomes and Evaluation

Upon successful completion of the course, participants will receive a Certificate of Completion and will be registered in the Society’s representative competency tracking system. Periodic refresher training (every 2–3 years) is recommended to ensure continued compliance and awareness of legal updates.

Next Steps

- Finalize curriculum and syllabus through consultation with:
- Labour Relations Staff Officers
- A committee formed by HSAC of Certified Health & Safety Reps
- Education Committee
- Pilot the program in Q1 2026 with select members of Executive Board
- Roll out Society-wide by Q3 2026 with standardized delivery and materials

3. Communications to Promote Improved Health and Safety Awareness

Objective:

To enhance awareness, transparency, and engagement in health and safety issues across all Society bargaining units by providing accessible, timely, and actionable communication materials—internally and publicly.

Action Item	Deliverable	Lead	Timeline	Status / Notes
Develop quarterly Health & Safety newsletter	Electronic newsletter distributed to all members, featuring updates, legal guidance, and local case studies	Communications Staff (with HSAC content support)	Q1 2026 (Quarterly)	Editorial calendar under development; local and sector-specific stories encouraged
Launch “Safety Spotlight”	Monthly internal feature highlighting member	HSAC (content) + Communications	Q2 2026 (Ongoing)	Submission process to be developed;

campaign	contributions, resolved hazards, or best practices	(layout/publishing)		coordinated with locals
Produce digital Health & Safety resource hub	Member portal library of policies, tools, training materials, and relevant legislation	HSAC + Web Administrator	Q2 2026	Categorized by topic and searchable; includes quick links and templates
Develop a dedicated Health & Safety page on the Society website	Public-facing page featuring H&S priorities, campaign updates, and contact information for local reps	HSAC + Communications Staff	Q2 2026	Content updated quarterly; includes links to standards like CSA Z1003, OSHA, WSIB
Host webinar series on emerging risks	4-part annual webinar series on priority topics such as: Climate risk, Psychological safety, Regulatory changes, Inclusive safety practices	HSAC + ad hoc Subject Matter Expert (Members)	Q3 2026	Sessions recorded and made available; topics selected via member input
Create quarterly H&S email content for bargaining unit newsletters	Short articles authored by subject matter experts across the Society, addressing current or emerging health and safety topics, for inclusion in local newsletters	HSAC + SME Contributors	Q1 2026 (Quarterly)	Content themes assigned each quarter (e.g., fatigue management, heat stress, conflict resolution); distribution coordinated with local newsletter editors

Additional Implementation Notes:

- All content (newsletter, website, email articles) will adhere to Society branding and be reviewed for clarity, tone, and inclusivity.

- Topics for quarterly email articles will be chosen in advance, with subject matter experts from across technical, regulatory, and member experience areas contributing under the guidance of HSAC.
- A shared repository of communication assets will be maintained to ensure locals can access archived content for future use or reference.
- A feedback mechanism (e.g., reader survey or comment form) will be introduced to continuously improve content quality and relevance.

4. Ongoing Advocacy for Improvements to Legislation and Regulation (Optional – Strategic Priority Based on Capacity)

Objective:

To influence public policy and regulatory frameworks on an ongoing basis in order to better protect workers’ physical and psychological health—ensuring that legislative and regulatory standards evolve alongside workplace realities.

Action Item	Deliverable	Lead	Timeline	Status / Notes
Monitor and assess legislative and regulatory developments	Annual review of key statutes and regulatory changes (OHSA, WSIB Act, LRA, Human Rights Code) with analysis of implications for members	Research Staff	Annually (Q1)	Include regular scans of Ontario and federal legislation
Identify emerging or ongoing gaps in worker protection	Legislative review memo with specific recommendations for improvement (e.g., psychological safety, heat stress, workplace violence)	Research staff & HSAC Legislative Subcommittee	Reviewed annually, updated as needed	Prioritize psychological health, systemic discrimination, and climate-related risks
Maintain and update an advocacy platform	Living position paper outlining HSAC’s legislative and regulatory priorities, reviewed	HSAC Legislative Subcommittee	Q2 each year	Seek formal endorsement from Executive and broader

	and updated annually			labour coalitions (e.g., OFL, CLC)
Engage regularly with external stakeholders	Ongoing meetings and consultations with WSIB, Ministry of Labour, prevention offices, and allied unions	President & HSAC Designate(s)	Ongoing (Quarterly target)	Collaborate on policy campaigns, joint submissions, and strategic alliances
Submit written recommendations to regulatory bodies and consultations	Formal position letters, briefs, and submissions in response to government consultations or identified issues	HSAC Legislative Subcommittee + Legal Counsel	As opportunities arise	Ensure alignment with Society's legal strategy and collective bargaining positions

Sustainability Measures:

- Establish a rolling advocacy calendar aligned with government legislative sessions and regulatory review periods.
- Maintain a repository of past submissions and advocacy materials to streamline future efforts and ensure continuity.
- Build a network of internal subject matter experts and external policy allies to support rapid response when advocacy opportunities arise.
- Integrate insights from workplace incidents, grievances, and joint committee reports to identify real-world issues that demand regulatory attention.

5. Climate and Environmental Health (Optional)

Objective:

Integrate climate-related risks and environmental health into the Society's strategy.

Action Item	Deliverable	Lead	Timeline	Status/Notes
Establish environmental health focus area	Subcommittee formed	HSAC	Q1 2026	Include climate risk, air quality, heat stress
Develop guidance on climate-related workplace risks	Member-facing guidebook	Research Staff	Q2 2026	Reference CSA Z45001 and ISO 14001
Promote employer climate resilience planning	Joint campaign with locals	LVP's + HSAC	Q3 2026	Tie into bargaining strategy
Advocate for environmental justice policies	Position aligned with climate labour movement	President And EVP	Q4 2026	Coordinate with Just Transition initiatives

Reporting & Review:

- Quarterly progress updates to be provided to the Society's Executive Board.
- Annual review and refresh of this workplan to reflect emerging issues and lessons learned.
- Key performance indicators (KPIs) to be defined for each objective to measure impact and engagement.