



2023-2024 Workplace Safety Education Sessions

Most recent update: June 1, 2023

The Workers Compensation Board (WCB) of PEI offers educational sessions to workers, employers and to the public to support building healthy and safe workplaces across Prince Edward Island. Sessions are **FREE** and are delivered online or in-person. Pre-recorded webinars are also available to watch anytime, anywhere! Sessions customized for your workplace can also be arranged on demand and are also free of charge. Email or give us a call to discuss workshops you would be interested in hosting at your workplace: ohs@wcb.pe.ca or 902-368-5697. And check out our website for additional information on all things workplace health and safety: wcb.pe.ca

ONLINE SESSIONS

For online sessions, registration is required by emailing ohs@wcb.pe.ca or by calling 902-368-5697. When you register, a link to the online session will be provided. Online sessions are delivered live, with a facilitator.

SESSION TOPICS

Each session is described in detail starting on page 4.

ONLINE SESSIONS		
SESSION TOPIC	DATE	TIME
Psychological Health and Safety in the Workplace	September 12, 2023	9:00 to 10:00 a.m.
Young and New Workers	October 3, 2023	9:00 to 10:00 a.m.
Supervisor Responsibilities	October 17, 2023	9:00 to 10:00 a.m.
Hazard and Assessment Control	November 10, 2023	9:00 to 10:00 a.m.
Health and Safety Committee Basics + Workplace Inspections	December 5, 2023	9:00 to 10:00 a.m.

IN-PERSON SESSIONS

For in-person sessions, registration is required by emailing ohs@wcb.pe.ca or by calling 902-368-5697. Space is limited so make sure to register early!

SESSION TOPICS

Each session is described in detail starting on page 4.

IN-PERSON SESSIONS			
SESSION TOPIC	DATE	TIME	LOCATION
Hazard and Assessment Control	September 14, 2023	9:00 to 12:00 p.m.	Hampton Inn 300 Capital Drive, Charlottetown
Supervisor Responsibilities	September 19, 2023	9:00-12:00 p.m.	Loyalist Inn 196 Heather Moyle Drive, Summerside
Respiratory Protection Programs	September 26, 2023	9:00-10:30 a.m.	Loyalist Inn 196 Heather Moyle Drive, Summerside
Psychological Health and Safety in the Workplace	October 10, 2023	9:00-12:00 p.m.	Loyalist Inn 196 Heather Moyle Drive, Summerside
Health and Safety Committee Basics + Workplace Inspections	October 24, 2024	9:00-12:00 p.m.	Hampton Inn 300 Capital Drive, Charlottetown
Hearing Conservation Programs	November 14, 2023	10:00-11:30 a.m.	Charlottetown Library Learning Centre 100-97 Queen Street, Charlottetown
Young and New Workers	November 21, 2023	9:00-12:00 p.m.	Hampton Inn 300 Capital Drive, Charlottetown

Workplace Harassment and Violence	November 30, 2023	9:00-12:00 p.m.	Loyalist Inn 196 Heather Moyse Drive, Summerside
Psychological Health and Safety in the Workplace	December 12, 2023	9:00-12:00 p.m.	Hampton Inn 300 Capital Drive, Charlottetown

PRE-RECORDED WEBINARS

The WCB offers the following pre-recorded webinars in an ongoing effort to provide workers and employers with workplace health and safety education. These webinars provide a convenient option for orientating new employees, educating safety committees or enhancing the company safety culture by promoting workplace health and safety. Pre-recorded webinars can be viewed anytime, anywhere!

Click on the links below to view each pre-recorded webinar.

[Young Worker Safety: Changing the Culture](#)

[Workplace Safety for Supervisors](#)

[Health and Safety Committee Basics](#)

[Workplace Harassment Regulations](#)

WORKPLACE SAFETY EDUCATION SESSIONS - in alphabetical order

Hazard Assessment and Control

Hazard assessment is the keystone of a successful health and safety management system. It must be performed correctly and reviewed regularly to ensure the workplace remains free of unnecessary hazards. This in-person session teaches participants how to properly identify, assess and control workplace hazards in accordance with provincial occupational health and safety legislation. Participants will learn strategies and methods of recognizing, evaluating and documenting workplace hazards.

Health and Safety Committee Basics + Workplace Inspections

Did you know workplaces with 20 or more workers must have a safety committee? **An effective safety committee is a group of worker and employer representatives working together to promote health and safety in their workplace.** This session will provide you with everything you need to know to establish a safety committee in your workplace that meets the requirements of PEI's *Occupational Health and Safety Act*. In addition to committees, this session will also teach you how to effectively prepare, conduct, and document workplace inspections. Learn about the types of inspections, as well as the roles of key participants: employers, supervisors, workers, and health and safety committees.

Hearing Conservation Programs

What did you say? Could you speak up? I can't hear you! Work for many people happens in a noisy environment. Overtime, high hazard noises can leave some workers with significant hearing loss. Hearing loss has a huge impact on an individual's overall health and wellbeing. **The good news is that noise-induced hearing loss is preventable.** In this session, participants will be provided with an overview the PEI legislative requirements for noise - Part 8 of PEI's Occupational Health and Safety General Regulations - and the key elements to an effective hearing conservation program.

Psychological Health and Safety in the Workplace

Worker health plays a direct role in the overall success of an organization. Having good health in the workplace **motivates workers, reduces absenteeism, and lowers the risk of workplace injuries and accidents.** We often think of safety as a concept limited to physical risk. However, safety isn't always about what might hurt your body, but also what might hurt your mind. In this session participants will learn about The National Standard of Canada for Psychological Health and Safety in the Workplace (the Standard) and explore the 13 factors that influence psychological health and safety in the workplace.

Respiratory Protection Programs

Developing an effective respiratory protection program involves hazard assessment, selection of appropriate type of respirator, attention to filter/cartridge selection, respirator user screening, fit-testing, worker training, and more! Part 45 of PEI's Occupational Health and Safety General Regulations requires that employers meet the CSA Standard Z94.4-18 (Selection, Use, and Care of Respirators) when respirator protection is required. In this session, participants will be introduced PEI legislation, the CSA Standard, and some helpful tips on respiratory protection program development.

Supervisor Responsibilities

Supervisors play a critical role in ensuring health and safety in the workplace. **Because they direct the work of others, supervisors are well positioned to impact safety culture at work.** This session will introduce participants to the concept of due diligence and inform them of the legal responsibilities supervisors have for worker safety. This session also takes a close look at the Health and Safety Orientation and the role it can play in making workplaces safe. Topics to be covered include employer responsibilities around orientation, the benefits of a well-planned orientation, tips for developing and delivering an effective orientation, and the components which should be included.

Workplace Harassment and Workplace Violence

Workplace harassment can undermine a person's dignity and well-being. **When not addressed, it can lead to negative outcomes for the workplace, including absenteeism, stress, and decreased morale.** This session will introduce participants to the Workplace Harassment Regulations and outline the employer and worker responsibilities in establishing a harassment-free workplace. This session will also introduce participants to PEI's Workplace Violence Regulations and cover prevention strategies to keep workplaces safe.

Young and New Worker

Whether they realize it or not, it is largely employers and supervisors who determine the general culture, as well as the health and safety culture, of a workplace. **For young and new workers learning how to do your job well is a great first step in preventing workplace injury as, chances are, they probably haven't thought about the different ways at work they can be injured.** The reality is that what you don't know CAN hurt you! Participants will learn about the significant influence supervisors can have on young and new worker safety, and how employers and supervisors might capitalize on this. In this session, participants will hear what PEI workers say about their hesitation to raise their workplace safety concerns, and what they can do to encourage workers to speak up.

DOWNLOAD OUR OHS APP!

Did you know the WCB has an Occupational Health and Safety (OHS) mobile app?

The OHS App showcases key topics to assist PEI workers and employers understand their legal obligations within the workplace. To assist the user in understanding the key components of the legislation, this guide provides summarized information on topics which include quick reference links to applicable legislation and resources to help protect workers from workplace injuries. We welcome feedback for this guide and its content. Please send any questions, concerns, or suggestions to the WCB's OHS Division at ohs@wcb.pe.ca

