Certified Member has reason to believe that dangerous circumstances exist.

Advise the supervisor.

The supervisor conducts an investigation in the presence of the certified member.

Notify opposite certified member. Does the supervisor agree that dangerous circumstances exist? Yes No

Stop work until corrective action is taken.

Do both certified members agree that dangerous circumstances exist? Yes No

Stop work. Advise ORM; Ministry of Labour Inspector is called.

Corrective action taken. Written decision by Ministry of Labour.

Certified members cancel the stop work order. Corrective action taken; if ordered.

Definitions:

Certified Member – means a committee member who is certified under section 7.6 of the Ontario Occupational Health and Safety Act; either representing workers or management.

Dangerous Circumstances – means a situation where:
(i) a provision of the Occupational Health & Safety Act or one of its regulations is being contravened;
(ii) that contravention poses a danger or hazard to a worker; and
(iii) the danger or hazard is such that any delay in controlling it may seriously endanger a worker.

Inspector – means an Officer from the Ministry of Labour.

Opposite certified member – means one certified member’s counterpart (either worker or management).

ORM – Office of Risk Management.

Supervisor – means a person who has charge of a workplace or authority over a worker or another person. Depending on the workplace relationship, a supervisor may include, for example, the president, vice-presidents, directors, deans, managers or principle investigators. The determination as to whether a person is a supervisor does not depend on that person’s job title. It depends on whether the person is responsible for a location (for example, an office or laboratory) where the work is performed on a paid or unpaid basis or whether the person gives direction to complete the work performed by workers, students, visitors, volunteers or learners.

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