

to time; consistent; measurable; attainable

Connecting members, advancing knowledge Relier les membres, développer les connaissances

Safety & Prevention Committee - AWCBC Work Plan

Executive Sponsor: Winston Ma	haraj Committee	e Chair(s): Chair, Matt Wilson; Vice Chair, Anne Lise Albe	rt Date Updated: May 2016

Mandate	Defines expectations / responsibilities. Facilitates better focus on objectives and activities by which the committee operates.
To support and	assist each other in developing and implementing workplace health and safety strategies.

Goals	Based on your mandate, set realistic and specific goals. What is the long-range aim? What do you hope to achieve?				
1. To have an	. To have an engaged committee & develop strong peer relationships to ensure that outcomes are achieved.				
	 Explore and share important prevention/OH&S issues identified and being worked on in the Canadian jurisdictions. The goal is to identify opportunities to bring back learnings and resources to each jurisdiction to enhance existing strategies and/or create new initiatives. 				
	Create learning opportunities that would stimulate discussion and real learnings on workplace health and safety strategies from both internal and external resources.				
Objectives	Set objectives that define the results/outcomes expected. Objectives must be: focused on a result, not an activity; specific; related				

Activities	Target Date(s)	Resources	Status	Budget		
Goal #1 - To have an engaged committee & develop strong peer relationships to ensure that outcomes are achieved.						
Bi-monthly conference calls.	Next meeting:	Chair		N/A		
Discuss/review/share all jurisdictions' strategies, plans, accomplishments, challenges, and learnings re: emerging prevention issues. National perspective	September/2016					
Annual in person meeting.	Next meeting:	All members		N/A		
Three day meeting every May in Toronto during AWCBC All Committees meeting	May/2017					
Discuss/review/share all jurisdictions' (including CCOHS) strategies, plans, accomplishments, challenges, and learnings re: emerging prevention issues. National perspective						
Presentations based on prevention topics/themes decided by the Committee members.						
Includes updates re CAALL-OSH		Bruce Milligan				
Additional annual in-person meeting:	Oct/2016	Matt Wilson		N/A		
One to two day meeting in fall of each year. To coincide with timing and location of AWCBC's annual staff Learning Symposium.						
Team Building at Annual meeting:	May/2017			N/A		
Dinner on first evening of annual May meeting in Toronto.		All members				
Look at additional/alternative team building activities		Matt Wilson				
Exploring collaborative opportunities	May/2017	All members		N/A		

Activities	Target Date(s)	Resources	Status	Budget	
Goal #2 - Explore and share important prevention/OH&S issues identified and being worked on in the Canadian jurisdictions. The goal is identify opportunities to bring back learnings and resources to each jurisdiction to enhance existing strategies and/or create new initiatives.					
Small Business:	Oct/2016	Matt Wilson		N/A	
Create a live jurisdictional scan on small business strategies and initiatives (outreach & prevention).	May/2017				
Employer Incentive Programs and OH&S Certification programs:	Oct/2016	Jamie Hall		N/A	
Create a live jurisdictional scan on Incentive Programs and OH&S Certification programs	May/2017				
Injury Prevention – Healthcare	Oct/2016	Andrea Vardy		N/A	
Create a live jurisdictional scan on Healthcare (including Long term care, home care and Acute Care) injury prevention.	May/2017				
Collaborate with the Communications Committee:	Sept/2016- Matt Wilson teleconference	Matt Wilson		N/A	
Create a repository of H&S/Prevention videos and develop a					
implementation plan (i.e. push-out to JHSC)	May/2017				
Collaborate with the NWISP Committee	May/2017	Anne Lise Albert		N/A	
Invite National Workplace Injury Statistics Program (NWISP) Committee to present challenges and future trends in data coding					
Goal #3 - Create learning opportunities that would stimulate discussion and real learning on workplace health and safety strategies from both internal and external resources (including employers).					
Consider appropriate speakers on topics of interest	Ongoing	All members		N/A	