

How stewards should handle health and safety issues

This document gives step-by-step instructions for how stewards should handle health and safety issues. Please remember to keep any member who comes to you with a health and safety issue up-to-date on your actions and how the issue was resolved.

1. Notify the manager

Management is responsible for safety in the workplace and must be notified about any health and safety issue. When a member brings a safety issue to your attention:

- Tell the member to notify the manager about the issue. If the member is uncomfortable speaking to the manager, you can notify the manager on the member's behalf.
- Make notes about the issue and conversation.

2. Refer the issue to the Joint Health and Safety Committee if not resolved

- Follow up with the member and manager to make sure the issue has been resolved.
- Take the issue to a member of the local Joint Health and Safety Committee (JHSC), if it has not been resolved to your satisfaction.

3. Refer the issue to a CEU Representative of the Corporate Health and Safety Committee if not resolved

- Follow up with the JHSC to make sure the issue has been dealt with. If it has not been resolved to your satisfaction, article 58.02(b) of the collective agreement states how safety issues are dealt with.
- Contact a CEU member of the Corporate Committee, if the manager and local committee don't resolve the issue to your satisfaction. The member of the Corporate Committee will take the issue up corporately and keep you informed about the progress and outcome.

What should I do if the danger is immediate?

If there is an immediate danger, remove the member or members from the danger.

Article 58.03 of the collective agreement and Section 3.12 of the Occupational Health and Safety Regulation allows workers to refuse unsafe work. Section 3.13 of the Regulation protects a worker from discrimination if they refuse work under 3.12.

If there is an unsafe working condition, you must notify the manager immediately and you should contact the CEU Office as soon as possible.

The regulation sets out three steps for dealing with the situation:

1. Management will try to rectify the situation. If the circumstances are still unsafe, the member may refuse the work.
2. If the worker still refuses the work, an investigation takes place and a member of the JHSC and a union representative should be involved. If the circumstances are still unsafe, the member may refuse the work.
3. If the worker still refuses the work, a safety officer is brought in to resolve the situation.

Need Help?

Contact a CEU Representative of the Corporate Committee if an issue requires immediate attention or you want advice or guidance on any issue.

The CEU members of the Corporate Health and Safety Committee can be found on the list of committee members posted on union bulletin boards and the CEU web site at <http://ceu.bc.ca/files/committeelist.doc>