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Industrial Sector Plan 2013–2014

Safe At Work Ontario

Issued: June 28, 2013
Content last reviewed: June 2013

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Introduction

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[Safe At Work Ontario](#) is a Ministry of Labour (MOL) initiative designed to raise awareness about and increase compliance with the [Occupational Health and Safety Act](#) (OHSA) and its regulations. As part of *Safe At Work Ontario*, the MOL develops annual sector-specific enforcement plans that focus on hazards and outline what inspectors will be focusing on during an inspection. This Industrial Sector Plan outlines the ministry's enforcement initiatives in support of protecting Ontario's industrial workers from occupational injury and illness.

Every year the MOL holds consultations to shape and improve its occupational health and safety compliance strategy and to build closer partnerships with its stakeholders. These sessions help the MOL to improve our approach and to better meet the public's needs. It is also an opportunity to learn from the MOL's partners, obtain feedback on how the program is working, increase support for new directions, and identify areas for improvement.

The 2013-2014 Industrial Sector Plan describes sector-specific hazards and compliance issues, and the MOL's enforcement focus for inspections within the industrial sub-sectors. This sector plan contains a brief description of some of the main topics that an inspector may address in the workplace. While each workplace is unique, and the circumstances presented to an inspector may result in a different inspection focus, this sector plan provides a general overview of the MOL's focus within the industrial sub-sectors and the various types of industrial workplaces. Through proactive enforcement, *Safe At Work Ontario* provides a modern, flexible, compliance-based program. In addition to the two enforcement initiatives, Industrial inspectors will conduct four province-wide blitzes, of which two are cross-program ministry blitzes. Details are also provided about the focus for each industrial campaign blitz initiative for 2013-2014.

Note: This document does not constitute legal advice. To determine your rights and obligations under the [Occupational Health and Safety Act](#) and its regulations, please contact your legal counsel or refer to the legislation.

Ontario's industrial sector

This Industrial Sector Plan outlines the MOL's strategy to protect Ontario's workers from occupational injury and illness in the 29 sectors.

Recent changes to Ontario's Occupational Health and Safety Act and the [Industrial Establishments Regulation](#), R.R.O. 1990, Reg. 851 (the "Industrial Regulation") have had an impact on occupational health and safety, workplace parties and the MOL's enforcement practices.

Please refer to the [e-laws website](#) to download a copy of the OHSA and its regulations.

The sub-sectors where the MOL's Industrial Health and Safety Program enforces the OHSA and the associated regulations are diverse and complex. Sub-sectors range from fisheries to education to wood and metal fabrication. The majority of workers at provincially regulated workplaces in Ontario are part of the industrial sector. The industrial sector consists of a broad range and diverse group of workplaces

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and work processes.

In most industrial sub-sectors, the Industrial Regulation applies and provides specific regulatory requirements for the workplace parties. In workplaces where sector specific regulation do not apply, such as education, health and safety protection for the worker is extended through the OHSA where the employer is expected to take every precaution reasonable in the circumstances to protect workers from hazards in their workplace. In addition, some of the hazard-specific regulations under the OHSA may apply.

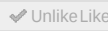
On farming operations, the Industrial Regulation does not apply, and instead [O. Reg. 414/05 – Farming Operations](#) sets out which provisions of the OHSA and other regulations apply to farming operations.

Owing to the nature of work in the industrial sub-sectors, it is possible that for some activities the regulations respecting the mining sector ([Mines and Mining Plants, R.R.O. 1990, Reg. 854](#)) or the construction sector ([Construction Projects, O. Reg. 213/91](#)) may apply at workplaces that are normally subject to the Industrial Regulation. For example, in some industrial workplaces the Construction Projects Regulation may apply only while certain construction activity is taking place. Workplace parties are also reminded that there are several hazard-based regulations that may apply in the workplace and may impose requirements beyond those of the sector-specific regulations.

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Industrial Enforcement Statistics

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Note: Enforcement statistics from the Ministry of Labour (MOL) in this sector plan are compiled by fiscal year (April 1– March 31). Lost-time injury statistics from the Workplace Safety and Insurance Board (WSIB) are compiled by calendar year.

Ministry of Labour inspectors enforce the [Occupational Health and Safety Act](#) (OHSA) and its regulations at workplaces across the province. As part of the [Safe At Work Ontario](#) strategy, they focus on specific industry sectors where there are high injury rates, history of non-compliance, and certain workplace hazards.

The MOL maintains a database where inspectors record their workplace visits, inspections, investigations and orders issued. Fatalities, critical injuries, complaints, work refusals and other incidents reported to the ministry are also recorded.

The Industrial Health and Safety Program (IHSP) analyzes this data when planning for enforcement initiatives and blitzes such as those outlined in this sector plan. Details of the IHSP enforcement activities and events and injuries for the past three fiscal years are presented below.

Industrial program activities

Program activities	2010-11	2011-12	2012-13
Proactive visits ^[1]	25,082	21,287	18,572
- Workplace inspections	24,768	20,875	18,241
- Workplace consultations	314	412	331
Workplace investigations ^[2]	17,383	16,324	16,591
Orders issued	67,129	67,854	63,609

Industrial events and injuries

Events and injuries	2010-11	2011-12	2012-13
Complaints	5,902	6,246	5,373
Work refusals	145	84	123
Fatalities	30	23	27
Critical injuries	718	597	608
Other incidents	2,252	2,371	2,043

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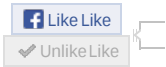
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[1] Proactive visits are those made under the *Safe At Work Ontario* strategy, and include inspections and consultations.

[2] Investigations are reactive workplace visits, which include investigations of complaints, work refusals, fatalities, critical injuries and other incidents.

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Priorities

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System priorities

This year, in consultation with our system partners, partners (including the Health and Safety Associations and the Workplace Safety and Insurance Board), the following four key areas were identified as the four key areas of focused planning and will be the priorities of all system partners:

- musculoskeletal disorders
- slips, trips and falls
- machinery-related incidents, and
- motor vehicle incidents

Priority will also be given to vulnerable workers and small businesses.

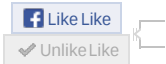
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Enforcement Initiatives

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Enforcement initiatives are part of the province's [Safe At Work Ontario](#) compliance strategy. They may be announced to the sector in advance, however, individual workplaces are not identified in advance. These initiatives are developed to raise awareness of workplace hazards and promote compliance with the [Occupational Health and Safety Act](#) (OHSA) and its regulations.

Inspectors' findings in their inspections may impact the frequency and focus of future inspections of individual workplaces. Inspectors may also refer employers to health and safety associations for compliance assistance and training.

Education initiative

Ministry of Labour (MOL) inspectors will conduct an enforcement initiative to promote health and safety in the Ontario education sub-sector in September 2013.

This initiative will be conducted in private schools and the focus will be on schools with woodworking shops, science labs and technological education labs and other kinds of shops (e.g., auto body, construction and manufacturing).

Inspectors will check on compliance with the OHSA and its regulations.

The goal of this initiative is to:

- raise awareness of hazards in the education sub-sector
- encourage employers to identify and control hazards
- address and remedy non-compliance with the OHSA and its regulations
- deter non-compliant employers, and
- enhance occupational health and safety partnerships

A similar education initiative was conducted in the public and Catholic school systems from September 2011 to June 2012. In September 2013, MOL inspectors will also revisit selected public and Catholic schools to monitor compliance. Results of the 2011/12 [Workplace Inspection Initiative in Ontario Schools](#) are available on the MOL website.

New business registrations and Internal Responsibility System initiative

The key to workplace health and safety in Ontario is the Internal Responsibility System (IRS). Employers, supervisors, and workers all have key roles to play in taking responsibility for health and safety in the workplace and the goal of eliminating workplace injuries and deaths. To assist with

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establishing an IRS, resources from external organizations, such as health and safety associations and the MOL, are available.

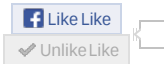
The MOL has a primary responsibility to inspect and investigate workplaces to ensure compliance with applicable provisions of the OHSA and its regulations, including verifying that an IRS is in place. Recognizing the unique challenges and needs of small and new businesses, inspectors will continue to actively engage these employers to check that they are aware of the IRS requirements and familiar with the support materials prepared by the MOL.

Enforcement focus

In addition to reviewing the IRS as part of all workplace field visits, a year-long initiative to promote and enforce the IRS specifically aimed at new workplaces will be undertaken. To address the concepts and requirements of the IRS, MOL inspectors will proactively inspect small businesses that have never had prior contact with the MOL. In addition to the physical inspection of the workplace, the inspector will be focussing on whether the requirements respecting the establishment and maintenance of a comprehensive IRS are being met. If necessary, appropriate enforcement action will be taken.

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Inspection Blitzes

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Ministry of Labour (MOL) inspectors enforce the [Occupational Health and Safety Act](#) (OHSA) and its regulations at workplaces across the province. As part of the [Safe At Work Ontario](#) strategy, they will focus on specific industry sectors where there are high injury rates, a history of non-compliance, and certain workplace hazards. They will also continue to check overall compliance with the OHSA and its regulations. Inspectors are not limited to inspecting with respect to the issues identified in this document as *Safe at Work Ontario* areas of focus, and will take enforcement action as appropriate to the situation at each workplace inspected.

Note: Injury and illness trends: The Industrial Health and Safety Program (IHSP) uses Workplace Safety and Insurance Board (WSIB) data to identify injury and illness trends. Trend analyses of the number of fatalities, critical injuries, lost-time injuries (LTIs), LTI rates and the costs associated with WSIB claims for each sub-sector are used by IHSP to select the sectors identified for the blitzes. Inspectors also use this information in addition to known hazards in the work and the compliance history of workplaces to select which ones to visit.

Industrial Health and Safety Program blitzes

Month, year	Enforcement campaign / blitz topic	Key points
May-August 2013	Vulnerable worker: New and Young Workers (cross-program with Employment Standards and Health Care Program)	• Internal Responsibility System • Training/orientation • Supervision • Minimum age • Personal protective equipment • Policy and procedures
November-December 2013	Recycling and Waste Management (cross-program with Health Care)	• Safe movement of materials into and out of the workplace • Use of cranes and lifting devices • Mobile material handling equipment • Pedestrian traffic safety • Slips, trips, and falls • Musculoskeletal disorders • Occupational disease
January 2014	Construction Work in	

▶  Twitter ▶  YouTube ▶  Facebook		Active Workplaces (cross-program with Construction Program)	Inspections will be conducted to verify that industrial and construction employers are protecting the health and safety of workers from hazards that may arise from direct and/or indirect exposure to the construction project • The overlap of construction activities may include renovations that could have concerns for all workers in both programs such as exposure to: • noise • asbestos, and • other hazards that could cause occupational disease (e.g., dust, solvents) • Hazards arising from poor access control to the construction project
	February-March 2014	Warehousing	• Mezzanine and racking systems • Pedestrian traffic controls both inside and outside the workplace (e.g., loading bays) • Lifting devices • Slips, trips and falls • Musculoskeletal disorder hazards

A selection of tips on how to prepare for a blitz inspection

Before the inspector's visit

- Check your accident experience in relation to the blitz topic
- Review the sections of the OHSA and regulations that may apply based on the focus of the blitz
- Determine whether you are currently meeting, failing to meet, or exceeding the minimum legal requirements in those areas
- Consult with your Health and Safety Association for specific information and services that may help you prepare
- Review the blitz-related material prepared by the MOL
- Discuss compliance strategies with your Joint Health and Safety Committee, Health and Safety Representative and Trade Union representative.

During the visit

- Ensure all required documentation is on site and available to the MOL inspector (e.g., Notice of Project, Traffic Protection Plan, maintenance logs, operator manuals)
- Ensure the supervisor(s) and health and safety representative/Joint Health and Safety Committee members are available
- Ensure the workplace parties co-operate with the MOL inspector.

The inspector will verify

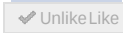
- compliance with the [Occupational Health and Safety Act](#) and its regulations
- whether health and safety programs and policies relative to the blitz topic are in place
- whether the workplace has the required components of a strong Internal Responsibility System – self reliance
- compliance with training requirements
- record of injuries captured by the MOL, including those arising from blitz-associated issues
- whether workplace-specific hazards related to the heightened awareness campaign have been addressed by the employer.

Note: Inspectors can legally enter a workplace at any time without warrant or prior notice (OHSA section 54(1)(a)). An inspector will identify himself/herself by means of MOL identification. No person shall hinder, obstruct, molest or interfere with or attempt to hinder, obstruct, molest or interfere with an inspector in the exercise of a power or the performance of a duty under the OHSA or the regulations or in the execution of a warrant issued under the OHSA or the Provincial Offences Act with respect to a

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New and Young Workers Blitz

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Date: May-August 2013

Type: Industrial cross-program

In May to August 2013, the inspectors will focus on two groups of workers.

Rationale

Why focus on new and young workers?

Between 2006 and 2011, 39 young workers aged 15 to 24 died in work-related incidents and more than 52,000 received injuries resulting in lost time at work.

Over the past 10 years, five sectors (Construction, Health Care, Manufacturing, Services and Transportation) have accounted for over 75% of Workplace Safety and Insurance Board-covered employment and allowed lost time injuries.

The [Institute for Work & Health](#) has identified that any new worker of any age on the job is up to three times more likely to be injured during the first month than any other time performing that job. That applies to any time a worker is “new” to the work they are performing – even if it is a new job with the same employer.

Target

Inspectors will be visiting workplaces where new and young workers may be present. Young workers are 14 to 24 years of age; new are those of any age who have been on the job less than six months or who have been reassigned to a new job in the last six months.

Campaign focus

Areas of focus are training and orientation, supervision, minimum age, personal protective equipment, and policies and programs addressing workplace violence and harassment. Inspectors will also evaluate the Internal Responsibility System and check that the Health and Safety Representatives or Joint Health and Safety Committees are in place and functioning, as required under the [Occupational Health and Safety Act](#). Ministry of Labour inspectors will place special emphasis on new and young worker safety in sub-sectors such as service, transportation, farming operations, logging, hotels, motels and film and television.

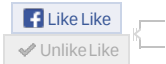
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Recycling and Waste Management Blitz

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Date: November-December 2013

Type: Industrial Program

In October and November of 2013, Industrial inspectors will focus on the safe operation of recycling and waste management facilities.

Rationale

Why focus on recycling and waste management?

According to the Workplace Safety and Insurance Board (WSIB), the total injury rate (January-June) has increased by 12.8% in this rate group from 2010 to 2011 (WSIB Q2 Report 2011).

The WSIB report also indicated that the allowed total injuries in this group had increased by more than 40%, and the number of workers in the sector had shown a growth rate of over 25% during the same period.

Inspections will be conducted to check that industrial employers are protecting the health and safety of workers from hazards that may arise from working in the recycling and waste management facilities environment. Inspectors will check for effective health and safety programs which include hazard recognition and controls that can reduce occupational injuries and illnesses and improve working conditions in the waste and recycling industries.

Target

Inspectors will be visiting recycling and waste management facilities.

Campaign focus

This blitz will involve visits to both municipal and privately-owned workplaces. Inspectors will focus on a variety of potential hazards including, but not limited to, the safe movement of materials into and out of the workplace, the use of cranes and lifting devices, safe operation of mobile material handling equipment, pedestrian traffic safety both inside of the workplace and in the surrounding yards, slips, trips and falls, and musculoskeletal disorders. Additionally, inspectors will focus on occupational hygiene issues such as exposure to noise, silica, dusts and potential biohazards.

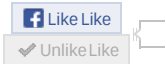
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Construction Work in Active Workplaces Blitz

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Date: January 2014

Type: Industrial cross-program with Construction Program

In January 2014, inspectors from both the industrial and the construction program will visit industrial workplaces where there is an active construction project taking place. The purpose of this initiative is to ensure that workers in the industrial sector are not being exposed to hazards as a result of construction activity at the workplace.

Rationale

Why focus on construction work in active industrial workplaces?

During the Ministry of Labour’s 2013 stakeholder consultation sessions, participants indicated that workers in any sector (in particular in schools and retail) are being exposed to various hazards as a result of construction activities.

This blitz is being conducted to ensure that industrial and construction employers are protecting the health and safety of workers from hazards that may arise from direct and/or indirect exposure to the construction project. Depending on the nature of the work being done, workers could be exposed to hazards such as high noise levels, motorized equipment traffic control issues and potential exposure to dusts or designated substances such as asbestos.

Target

Inspectors will be visiting workplaces where construction activies are taking place.

Campaign focus

Areas of focus include hazards which may affect workers in the workplace and workers in the project. These hazards may be exposure to noise, asbestos, other hazards that could cause occupational disease (i.e., dust, solvents) and hazards arising from poor access control to the construction project.

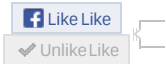
Workplaces will be selected based on a Notice of Project submissions and could involve various workplace settings.

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Warehousing Blitz

Safe At Work Ontario

Issued: June 28, 2013

Content last reviewed: June 2013

Disclaimer: This resource has been prepared to help the workplace parties understand some of their obligations under the Occupational Health and Safety Act (OHSA) and regulations. It is not legal advice. It is not intended to replace the OHSA or the regulations. [FOR FURTHER INFORMATION PLEASE SEE FULL DISCLAIMER](#)

Date: February-March 2014

Type: Industrial Program

In February and March of 2014 inspectors will inspect warehouses and retail establishments.

Rationale

Between January 1, 2006 and December 31, 2012, three workers died and 59 others sustained serious injuries resulting from racking and storage work, according to Ministry of Labour (MOL) data.

In November 2011, MOL inspectors conducted 1,167 visits to 977 warehouse workplaces and issued 3,063 orders under the [Occupational Health and Safety Act](#), including 118 stop work orders.

The most commonly issued orders involved an employer's duty to ensure equipment, materials and protective devices were maintained in good condition.

According to MOL data, over three fiscal years from 2009 until 2012 there were 390 incidents involving forklifts/lift trucks reported to the MOL. Of these incidents,

- 3 resulted in fatalities,
- 73 resulted in critical injuries, and
- 314 resulted in non-critical injuries.

Additionally, eleven workers died and 80 workers suffered critical injuries in incidents involving activities at locking docks between January 1, 2000 and May 29, 2013. The fatalities included workers:

- pinned between a truck and trailer
- crushed by a forklift that fell off a loading dock
- struck by a falling dock plate
- pinned between a loading dock and truck or trailer
- pinned between two forklifts
- pinned between two trailers
- run over by a truck backing up
- slipping and falling at a loading dock
- struck by a forklift.

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Target

Inspectors will be mobilized to check that industrial employers are protecting the health and safety of workers from hazards that may arise from working in a warehouse environment.

Campaign focus

Inspectors will focus on potential hazards including, but not limited to, mezzanine and racking systems (checking that employers have installed these systems appropriately and that they are maintained), pedestrian traffic controls inside and outside the workplace (e.g., loading bays), lifting devices, and hazards related to slips, trips, falls and musculoskeletal disorders.

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Legislation

- [Occupational Health and Safety Act \(OHSA\)](#)
- [Industrial Establishments, R.R.O. 1990, Reg. 851](#)
- [Farming Operations, O. Reg. 414/05](#)
- [Critical Injury Defined, R.R.O. 1990, Reg. 834](#)
- [Firefighters — Protective Equipment, O. Reg. 714/94](#)
- [Roll-Over Protective Structures, R.R.O. 1990, Reg. 856](#)
- [Asbestos on Construction Projects and in Buildings and Repair Operations, O. Reg. 278/05](#)
- [Designated Substances, O. Reg. 490/09](#)
- [Teachers, R.R.O. 1990, Reg. 857](#)
- [University Academics and Teaching Assistants, R.R.O. 1990, Reg. 858](#)
- [Joint Health and Safety Committees–Exemption from Requirements, O. Reg. 385/96](#)
- [Control of Exposure to Biological or Chemical Agents, R.R.O. 1990, Reg. 833](#)
- [Confined Spaces, O. Reg. 632/05](#)
- [Training Programs, O. Reg. 780/94](#)
- [Inventory of Agents or Combinations of Agents for the Purpose of Section 34 of the Act, R.R.O. 1990, Reg. 852](#)

Note: The regulations listed above are those relevant to the industrial sector. For the complete list of regulations made under the Occupational Health and Safety Act, Revised Statutes of Ontario, 1990, Chapter O.1 as amended, please see:

- www.e-laws.gov.on.ca (updated every two weeks)
- [The Ontario Gazette](#) (published January and July)

Publications

[Health and Safety Ontario](#)
www.healthandsafetyontario.ca

[Topics and publications – health and safety](#)
Ministry of Labour
Ontario.ca/labour

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- [publications by topic](#)
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Industry groups – section 21 and other advisory committees

Section 21 committees (appointed by the Minister of Labour pursuant to section 21 of the OHSA)

- Fire Service
- Police Service
- Film and Television
- Emergency Medical Services (EMS) Health and Safety Sub-committee (of the Health Care Section 21 Committee)

Other advisory committees

- Technical Advisory Committee (Farming Operations)
- Live Performance Advisory
- Provincial Forestry Tripartite Committee
- Refrigeration/AC Labour/Management Trades Committee
- Service Sector Labour/Management Committee
- Ski Lift Advisory Council Committee
- Elevator/Escalator Labour/Management Trades Committee
- Arborist Safe Practice Committee
- Agricultural Advisory Committee
- Landscaping Safety Council
- Offices and Related Services Volunteer Group
- Restaurant Food Service Advisory Committee
- Retail Wholesale Office Advisory Committee
- Tourism and Hospitality Advisory Committee
- Vehicle Sales/Service Advisory Committee
- Metal Trades Industry Group
- Food and Beverage Safety Group
- Petrochemical Forum
- Provincial Labour-Management Safety Committee – Utilities

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