

Council of Construction Associations
#138 - 5751 Cedarbridge Way, Richmond, B.C. V6X 2A8
Telephone (604) 241-7667
email: grantmcmillan@shaw.ca
Grant McMillan, President

COCA Update on WorkSafeBC Activities #464 February 15, 2010

WorkSafeBC Requests Comment on Qualified Coordinator

WorkSafeBC is developing a Guideline to provide information regarding the qualifications of the qualified coordinator as described under Section 20.3(2)(a)(i) of the Occupational Health and Safety Regulation.

COCA has been requested to comment on the Draft Guideline and is pleased to work with WorkSafeBC on this project.

The Draft Guideline is enclosed.

I have reviewed it and believe that it is reasonable and that it provides the necessary flexibility while offering a helpful description of what is meant by “qualified”.

Your comments are welcome. Please reply to COCA by February 26, 2010.

G20.3-2 Qualified Coordinators

Issued _____

Regulatory excerpt

Responsibilities for worker health and safety are established by the *Workers Compensation Act* (“Act”) and the *OHS Regulation* (“Regulation”). Section 20.3 of the *Regulation* states:

20.3 Coordination of multiple employer workplaces

- (2) If a work location has overlapping or adjoining work activities of 2 or more employers that create a hazard to workers, and the combined workforce at the workplace is more than 5,
- (a) the owner, or if the owner engages another person to be the prime contractor, then that person must
 - (i) appoint a qualified coordinator for the purpose of ensuring the coordination of health and safety activities for the location, and
 - (ii) provide up-to-date information as specified in subsection (4), readily available on site, and
 - (b) each employer must give the coordinator appointed under paragraph (a)(i) the name of a qualified person designated to be responsible for that employer's site health and safety activities.
- (3) The duties of the qualified coordinator appointed under paragraph (2)(a)(i) include
- (a) informing employers and workers of the hazards created, and
 - (b) ensuring that the hazards are addressed throughout the duration of the work activities.
- (4) The information required by subsection (2)(a)(ii) includes
- (a) the name of the qualified coordinator appointed under subsection (2)(a)(i),
 - (b) a site drawing, which must be posted, showing project layout, first aid location, emergency transportation provisions, and the evacuation marshalling station, and
 - (c) a set of construction procedures designed to protect the health and safety of workers at the workplace, developed in accordance with the requirements of this Regulation.

1.1 Definitions

"qualified" means being knowledgeable of the work, the hazards involved and the means to control the hazards, by reason of education, training, experience or a combination thereof;

Purpose of guideline

The purpose of this guideline is to provide information regarding the qualifications of the qualified coordinator under s. 20.3(2)(a)(i) of the Regulation.

Qualified Coordinator

Section 20.3(2)(a)(i) requires the owner or prime of multiple employer construction workplaces that have more than 5 workers to appoint a qualified coordinator. At multiple employer construction workplaces, the role of the qualified coordinator is crucial to maintaining an environment that ensures worker health and safety. The qualified coordinator must ensure that there is communication to employers and workers of hazards present at the workplace, and that those hazards are continuously addressed as they arise.

“Qualified”

The coordinator must be “qualified”. “Qualified” is a term defined in the Regulation as “being knowledgeable of the work, the hazards involved and the means to control the hazards, by reason of education, training, experience or a combination thereof”. What specific qualifications are required will depend on the nature of the work and the nature of the hazards created by that work. The qualified coordinator must possess experience in and an understanding of the work, including specific work

processes and equipment used. The qualified coordinator must also be able to effectively communicate with the employers and workers present. Given that in order to fulfill the duties in s. 20.3(3), the qualified coordinator must work with employers and workers at the workplace, the qualified coordinator should typically have supervisory capabilities.

Ideally the qualified coordinator will possess some formal training or a trade certification that would suggest the person is capable of identifying and addressing hazards. However, a trade certification is not a specific requirement, provided that the qualified coordinator is knowledgeable of and experienced in the work being undertaken at the workplace.

DRAFT