



(Photo by Johnny Guatto)

New Items

University of Toronto Welcome Message

With the start of the academic year, the following UofT News article includes a summary of health and safety resources (e.g. Campus Safety app, UAlert, mental health resources on each campus) for all of our community: [5 things students need to know as U of T gears up for classes this fall | University of Toronto \(utoronto.ca\)](#) - scroll to "Make health, wellness and safety a priority."

University of Toronto's smoke-free policy

Reminder to all staff that University of Toronto went smoke-free starting on January 1, 2019. For more information, check out [University of Toronto's smoke-free policy website](#).

Workplace Inspections Tips for Before and After

To assist JHSCs with workplace inspections, here are some tips for planning and completing an inspection:

Before the workplace inspection:

- o Review which area(s) are due for inspection per the annual inspection schedule located in your respective JHSC's Workplace Inspection Tracker.
- o Arrange for access through the occupants (i.e., Business Manager), [Property Manager](#), local security, or [Campus Safety](#).
- o Send [Notice of Inspection](#) to occupants which can be through the JHSC co-chairs or the building's property manager.
- o Floorplans can be made available through the occupant, Property Manager or by contacting [EHS](#).
- o EHS created a [JHSC Workplace Inspection Checklist](#) which can be used as a guide.
- o Whether you are taking notes physically or digitally, make sure you bring the appropriate tools (e.g. notebook, clipboard, etc.) to conduct the inspection and take notes. A phone is a great device to utilize for taking photos of any potential hazards you find during the inspection.

After the workplace inspection:

- o EHS created a [JHSC Workplace Inspection Template](#) which can be used. Ensure the worker inspector signs the bottom left prior to sending a copy to EHS JHSC (ehs.jhsc@utoronto.ca).
- o EHS will upload the report to the applicable JHSC SharePoint folder and a copy will be shared with applicable JHSC members.
- o Each JHSC has an established process for follow up after the inspection report is submitted. If you have any questions regarding the process, please contact your JHSC's co-chairs for more information.

If you have any questions or require assistance, please contact EHS JHSC (ehs.jhsc@utoronto.ca).

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Naloxone Information

Effective June 1, 2023, there are new requirements under Ontario's *Occupational Health and Safety Act* (OHSA) regarding naloxone kits in the workplace. In particular, if the University becomes aware, or ought reasonably to be aware, of a worker who may be at risk of an opioid overdose at a workplace where they perform work for the University, the University will be required to provide, and maintain in good condition, a naloxone kit in that workplace. For more information, please refer to the [EHS Naloxone webpage](#).

To support the University community (including workers, students, and visitors), Campus Safety on each campus will be trained on the use of naloxone kits (nasal spray) and equipped as needed.

Reporting a Risk of Opioid Overdose By A Worker: If you become aware of a worker who may be at risk of an opioid overdose in the workplace, please contact Environmental Health & Safety (EHS)'s Occupational Health Team at ehs.occhealth@utoronto.ca. Our Occupational Health Team consists of healthcare providers (occupational health nurses and doctor) who will follow all applicable requirements with regard to privacy and confidentiality. Such a risk may become apparent, for example, through self-disclosure by a worker, observation of opioid use in the workplace, or the discovery of discarded opioid paraphernalia (e.g., used needles) in the workplace.

Reporting Health And Safety Concerns

If you have any health & safety concerns including indoor air quality (IAQ) concerns, please report the concern to your supervisor. Supervisors have responsibilities for health and safety in the workplace and workers are responsible for reporting hazards to their supervisor. EHS (ehs.office@utoronto.ca) is also available to provide support and conduct an assessment to identify workplace hazards and provide recommendations to address concerns. JHSC members who are approached by workers about health & safety concerns should also encourage workers to report their concerns to their supervisor and EHS.

Reminders

COVID-19 and other Respiratory Illness Resources

[UTogether](#) is a one-stop hub of information on how the University is responding to the pandemic. For all the latest information please check the [UTogether](#), and [Safe Environment](#) websites. The University of Toronto continually updates our [frequently asked questions](#) related to COVID-19 and our community

The University of Toronto is committed first and foremost to the health and safety of our entire community. To achieve this, the University has developed F&S Strategies: [Regular Caretaking Service Levels Strategy](#) and [COVID-19 heating, ventilation and air conditioning \(HVAC\) strategy](#). If additional information on ventilation is required, please contact [EHS JHSC](#) with the request. Please note that such requests may require **weeks** to complete depending on the size and complexity of the ventilation system. In the interim, locations can be assessed on a case-by-case basis.

Legionella and Ventilation Testing

We encourage interested JHSCs to regularly check the [Water Testing Schedule](#) for the most up-to-date information on legionella testing in their building and to contact [EHS JHSC](#) if a JHSC worker member is interested in attending the beginning of legionella and/or ventilation testing. The Potable Water Maintenance Program was updated in September 2022. You can find it on our website [here](#). For more information regarding legionella, you can visit our [Legionella FAQs page](#).



University of Toronto, Environmental Health & Safety website contains a lot of good information and resources:

- [Monthly JHSC Newsletter](#)
- [Health & Safety \(H&S\) Board](#) required posting and links for download. Please inform EHS when a board is installed/relocated as EHS conducts annual updates and audits. For a list of H&S Board locations [click here](#).
- OHS completed an assessment of all job categories/titles and developed a [General University Workplace Violence Assessment](#) for all positions across the University in University owned/operated workplaces, which it reviews annually. JHSCs are encouraged to review the assessment. If you have any questions or comments please contact [EHS JHSC](#).
- [Health & Safety Policy](#) and Policy with Respect to [Workplace Harassment](#) and [Workplace Violence](#) which JHSCs are encouraged to regularly review
- [JHSC coverage per building](#). Please note, updates are regularly made as units move, occupy new space, etc.
- AED Locations are listed on the [U of T Map](#). For more information regarding AEDs, First Aid and First Aid Training, please check out our [First Aid Training Page](#).
- [CUPE3902 Reimbursement Forms](#) for JHSC-related activities. Once approved by the manager co-chair of your JHSC, please forward a copy to ehs.jhsc@utoronto.ca and HSO@cupe3902.org.

EHS JHSC SharePoint

JHSC members can view/download minutes, inspections, etc. via [SharePoint](#) and will receive an email when minutes/inspections are uploaded. Please [click here](#) for a tutorial on how to use the new EHS JHSC SharePoint. JHSCs are reminded to regularly send relevant documents to [EHS JHSC](#) for upload.

Workplace Inspections

As a reminder, EHS provides a [workplace inspection template](#) which has been updated to include sections to note down maintenance/housekeeping items and inaccessible area(s) during the inspection. JHSC worker inspectors can arrange for access to inspect the inaccessible space through the occupants/EHS/Property Manager. Please ensure applicable area supervisor completes and sign the inspection form and return a copy to [EHS JHSC](#).

Safety Training

The University offers numerous training courses for its employees, specific to their workplace context ([Administration/Facilities & Lab Environments](#)) and regularly updates the training courses on an ongoing basis. We encourage the JHSCs to review our training offerings relevant to their specific work and welcome the JHSCs to provide us with any feedback regarding training content. If you have any questions regarding relevant training required for your specific work, please speak with your supervisor. If you have any questions regarding EHS-offered training courses and related University-developed training content, please contact [EHS JHSC](#).

Type 3 Asbestos Abatement Work

Type 3 asbestos abatement air sampling results are available on the Asbestos Data website. For more information, please see [Type 3 Asbestos Abatement Information](#).

F&S Service Alerts

To receive Facilities & Services (F&S) alerts for building related-services (e.g. service outages, shutdowns, Type 2 and 3 asbestos work), please subscribe to [F&S Alerts](#).

F&S: What to do when you are too hot or too cold

F&S has posted an article detailing what to do when you are too hot or too cold in your workspace. You can find the article [here](#).



Emergency Management at the St. George Campus

[Campus Safety](#) and the Office of Safety and High Risk are meeting with divisions starting in early 2023 to develop and roll-out a staff-facing Emergency Response Handbook that addresses a range of situations. This information can be found on the [Responding and Reporting to Incidents](#) webpage.

Public Transit Safety Tips

The Community Safety Office has created [a list of tips to help students, faculty and staff use transit systems more safely](#) and a [Commuting Safely PowerPoint](#).

Interested in joining a Joint Health and Safety Committee?

Please contact [your JHSC](#) for any vacancies. As a reminder, in accordance with the Occupational Health and Safety Act, worker members are appointed by their respective union. For more information, please see [JHSC FAQs](#). Alternatively, you can contact [EHS JHSC](#) or your union directly.