



(Photo by David Lee)

## New Items

### Templates - JHSC Agenda/Minutes & Workplace Inspections

To support the JHSC in managing agenda's, minutes, and workplace inspection reports across the University, EHS has developed templates to ensure consistent documentation. You can access these templates in the [JHSC Listings and Resources](#) page.

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

As the temperature changes around this time of year, 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](#). The [service request portal](#) is the simplest and fastest way to notify building operators.

### Naloxone

In our continue support of naloxone kits in the workplace under Regulation 559/22 in the Occupational Health & Safety Act (OHSA), if the University becomes aware, or should reasonably 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 a naloxone kit in that workplace.

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

For more information, please refer to the [EHS Naloxone](#) page.

## 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.

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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. You can find it on our website [here](#). For more information regarding legionella, you can visit our [Legionella FAQs page](#).

### **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](mailto: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.

**Environmental Health & Safety** website contains a lot of information and resources:

- [Monthly JHSC Newsletter](#)
- [Health & Safety \(H&S\) Board](#), [their locations](#), [required posting](#) and links for download. Please inform EHS when a board is installed/relocated as EHS conducts annual updates and audits.
- [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 see [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](mailto:ehs.jhsc@utoronto.ca) and [HSO@cupe3902.org](mailto: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. All members can also access the notices, reports, etc. via the JHSC SharePoint site. 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**

JHSCs are required to complete workplace inspection of part of their workplace each month such that the whole workplace is completed by the end of the year. EHS offers online training EHS415 JHSC Workplace Inspection, workplace inspection template, Workplace Inspections Tips for Before and After.

It is the area supervisor's responsibility to correct any items noted in the workplace inspection report by completing the right side of the table and submitting a completed copy to [EHS JHSC](#). For re-occurring hazards, please include projected timeline for corrective action in the applicable section.

Any inaccessible areas during inspections should be noted in the report and arrangements should be made to return and conduct an inspection.

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### **Safety Training**

The University offers numerous training courses for its workers, 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@utoronto.ca](mailto:ehs.jhsc@utoronto.ca).

### **Type 3 Asbestos Abatement Information**

Type 3 asbestos abatement air sampling results are available on the Asbestos Date 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](#).

### **Eyewash Inspection**

It is the responsibility of the lab to conduct regular eyewash flushing and documentation. For more information, please see University of Toronto [Safety Eyewash and Shower Standard](#).

### **Interested in joining a JHSC?**

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.

