

Good Day JHSC Co-Chairs,

Environmental Health and Safety (EHS) would like to thank you and your members for your continued contribution to the University's JHSCs. Here is some information and reminders:

1. If you have not uploaded all 2018/2019 JHSC minutes/inspections reports yet, please do so immediately. Minutes and inspection reports are to be uploaded to the "[My JHSC Module](#)". A list of Frequently Asked Questions (FAQs) is also available on this webpage, including a My JHSC tutorial presentation. If you experience problems with the Module, please contact [Irene Tang](#) (647-376-4413).

*For JHSCs with USW members, if not done so already, please add USW to your email distribution list for minutes and inspections (contact: mark.austin@usw1998.ca).

2. Review your local JHSC/H&S bulletin boards to ensure that postings required by the Ministry of Labour are present. A [list of required postings](#) (and links for download) is available from the EHS website.
3. When conducting workplace inspection we ask that on a go-forward basis you ensure that all committee members conducting inspections [utilize this letter](#) and carry it with them to ensure worksites are aware of their identity and that they are conducting work on behalf of the JHSC.
4. As a reminder, the union reserves its right to appoint or elect its JHSC members in accordance with the Occupational Health and Safety Act and the Collective Bargaining Agreement. Request for new JHSC worker members shall be forwarded to their respective Union by the co-chair of the committee. If you have any questions about this process, please contact [Irene Tang](#), JHSC Manager, for assistance.
5. [As some of you may be aware](#) all members of the University community have been invited to submit their feedback on the *Policy on Sexual Violence and Sexual Harassment*, the *Student's Companion to the Policy on Sexual Violence and Sexual Harassment*, and the work of the Sexual Violence Prevention and Support Centre.

We would like to request that our JHSCs also provide feedback on these documents and service. We would like to ask you to [provide this information to all of your JHSC members](#) and to review the [relevant documents available on the consultation site](#). Please feel free to use the questions on the consultation site as a guide, but also feel free to comment on other areas not covered by those questions in the free text section of the last question (#6). Submissions will be accepted until September 30, 2019.