

RESOLUTION PROCEDURES FOR SAFETY AND HEALTH CONCERNS

STEP 1 - DIRECT RESOLUTION

When a concern is brought forward the immediate supervisor shall attempt to resolve the matter with involvement from a worker member of the committee on site and in certain circumstances the affected worker. The Workplace Safety and Health Steering Committee and or the Site Based Committee could be asked to become involved by the worker or management. As well concerns resolved in this manner shall be recorded in the minutes of the next committee meeting.

STEP 2 - COMMITTEE INVOLVEMENT

When a satisfactory resolution is not achieved at Step 1 the committee member or supervisor shall ensure the concern is on the agenda for the next committee meeting for the purpose of resolution and remain on each successive meeting's agenda until it is resolved.

STEP 3 - STEERING COMMITTEE INVOLVEMENT

When a satisfactory resolution is not achieved at Step 2 the site based committee shall forward the concern to the Workplace Safety and Health Steering Committee to be placed on their next agenda and remain on each successive meeting's agenda until it is resolved.

STEP 4 - OUTSIDE ASSISTANCE

Other assistance from appropriate consultation services may be requested, preferably all members agree, however agreement is not required.

If the committee is unable to resolve the concern they shall request assistance from the Manitoba Workplace Safety and Health Department.