

# Do you need a joint work site health and safety committee or health and safety representative on multiple work sites?

## *OHS information for employers and prime contractors*

### KEY INFORMATION

How many workers you have on work sites is the most important consideration for employers or prime contractors in a multiple worksite/employer situation. This determines if one or more joint work site health and safety committee(s), a health and safety representative, both or neither are required.

### What are employer requirements for multiple work site situations?

Employers need to calculate the number of workers on a work site to determine if the joint work site health and safety committee (HSC) or health and safety representative (HS representative) is needed for that work site. This is different than considering the total number of workers employed by a particular employer.

An employer may employ hundreds of workers at many different work site locations. This may result in an employer with workers represented by various combinations of HSC and/or HS representatives.

A work site is defined in section 1(bbb) of the *OHS Act* as “a location where a worker is, or is likely to be, engaged in any occupation and includes any vehicle or mobile equipment used by a worker in any occupation.”



### Who is responsible for establishing committees or designating representatives?

The prime contractor coordinates the establishment of an HSC or HS representative for the work site. If there is no prime contractor, all employers and self-employed persons are collectively responsible to ensure that the appropriate HSC or HS representative is established.

A “self-employed person” is defined in section 1(qq) of the *OHS Act* as “a person who is engaged in an occupation but is not in the service of an employer for that occupation.”



### Are variations allowed for different work site situations?

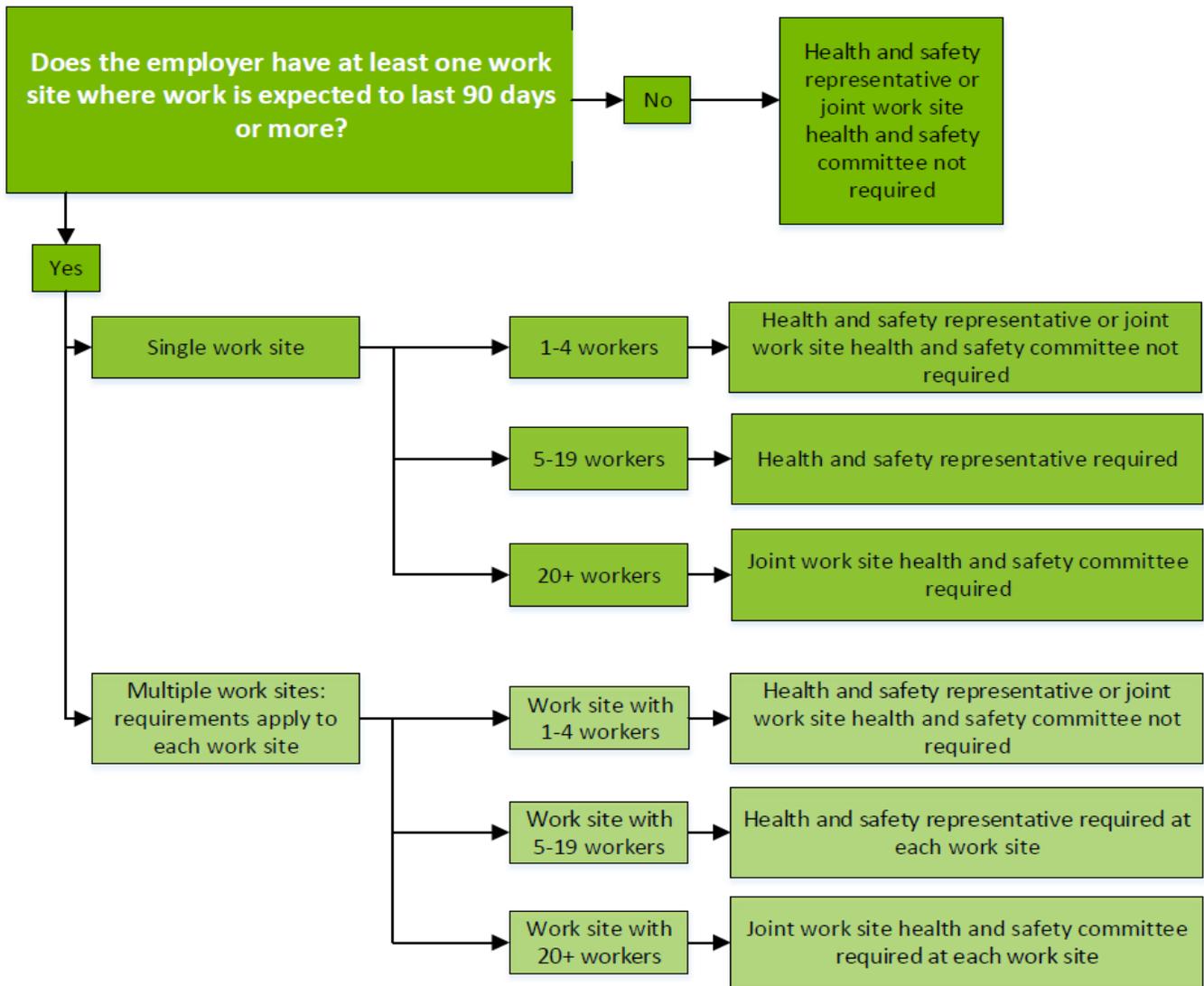
An employer or prime contractor may apply for an approval for variations to the form and function of the HSC under section 16(4) of the *OHS Act* or under section 17(1) for an alternative to a health and safety representative. The alternative measure must ensure the health and safety of workers.

Also under sections 16 (1)(b) and 17 (1)(b) of the *OHS Act*, a director can require an HSC to be established, or an HS representative to be designated at any work site.

### Practical examples

The following decision trees and sample scenarios will help determine how to meet health and safety obligations under the new *OHS Act*.

Figure 1 - One employer with one or more work sites

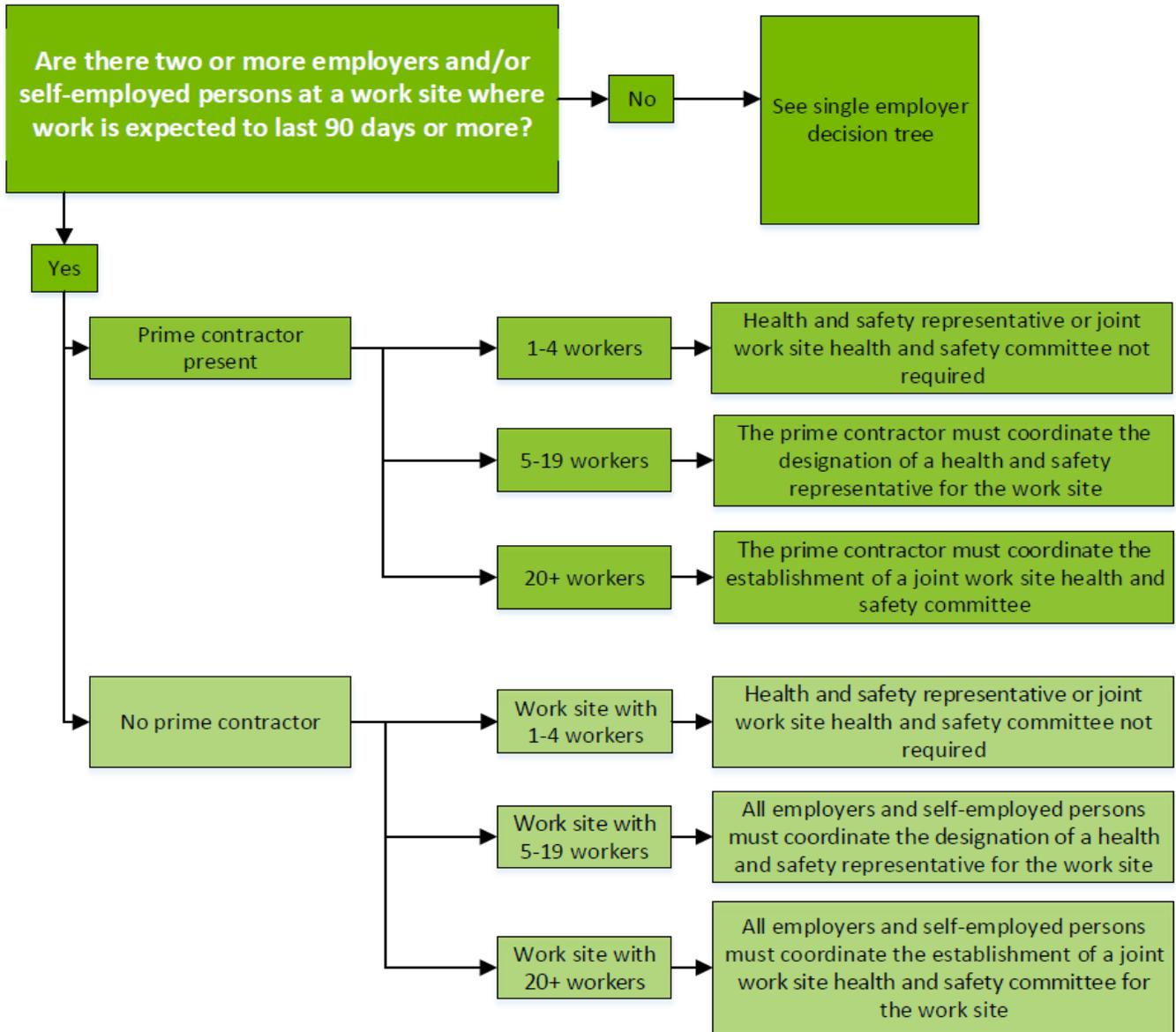


Consider the following example in which one employer has 60 workers at 10 work sites and work is expected to last 90 days or more at all of the work sites

Distribution of workers	HSC/HS representative requirements for each work site
20 workers at one work site	One HSC
12 workers at one work site	One HS representative
5 workers at each of three work sites	One HS representative at each of the three work sites
3 workers at each of four work sites	No HSC nor HS representative required*
1 worker at one work site	No HSC nor HS representative required*

\*Although an HSC or HS representative is not required at the work sites with one or three workers, the employer is required to involve those workers in health and safety.

Figure 2 - Multiple employers and/or self-employed persons



Consider the following example involving multiple employers and self-employed persons:

- Twenty-three workers from four employers, plus two self-employed persons work at the work site, and work is expected to last 90 days or more (e.g. a shutdown at a chemical company).

Distribution of workers	HSC/HS representative requirements
Employer one has six workers	<p>The determining factor is the total number of workers, including self-employed persons at the work site (25 in total).</p> <p>Employers must work together to establish <b>one HSC</b> at the work site that represents the workers from all employers and self-employed persons.</p>
Employer two has 12 workers	
Employer three has four workers	
Employer four has one worker	
Two self-employed trades people	

### Contact Us

#### OHS Contact Centre

Throughout Alberta

- 1-866-415-8690

Edmonton & Surrounding area

- 780-415-8690

Deaf or hearing impaired:

- 1-800-232-7215 (Alberta)
- 780-427-9999 (Edmonton)

#### Website

[work.alberta.ca/ohs-contact-us](http://work.alberta.ca/ohs-contact-us)

### Get Copies of *OHS Act, Regulation and Code*

#### Alberta Queen's Printer

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#### Occupational Health and Safety

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## FOR MORE INFORMATION:

**Joint work site health and safety committees - OHS information for workers, employers, and prime contractors (LI036)**

**Do I need a joint work site health and safety committee or a health and safety representative? OHS information for workers, employers, and prime contractors (LI037)**

**Health and safety representatives - OHS information for workers, employers, and prime contractors (LI040)**

**Worker participation in health and safety - OHS information for workers, employers, and prime contractors, without health and safety committees or representatives (LI041)**

**The prime contractor (LI018)**

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