



**PROGRESS REPORT**

**DATE:** March 22, 2024

**COMMITTEE OR TASK FORCE NAME:** Joint Health and Safety Committee

**CONTRIBUTOR:** Wendy Shannon

**REPORTING PERIOD:** 2024 January to 2024 March

<b>2023-24 Key Strategic Task (Annual / Long term)</b>	<b>Progress this period</b>	<b>2023-24 Task Status</b>
Advise operations on the development of effective reporting procedures for all workplace incidents and injuries, including WorkSafeBC implementation plans.	Incident and First Aid reporting managed by operations manager and reviewed as needed with GM. Work Safe standards have been reviewed and an action plan is in place to implement.	Complete
Review annually the Risk Assessment tool covering all SLNC operations which includes quarterly review by the Joint H&S Committee.	Staff manuals are updated on a regular basis and work to ensure all staff are aware of operational procedures where Health and safety is concerned. Risk Assessment Tool reviewed by GM	Complete
Review annual Health and Safety training plans for all staff, volunteers and leaders and critical incident management	Reviewed changes needed to the frequency of first aid training and review. Will investigate and get recommendations regarding CIM	Ongoing

**ATTACHMENTS:**