

# Joint Health & Safety Committee

## Mini Strat Plan

### **Vision:**

The Joint H&S Committee will provide long term safety policy recommendations and processes to the SLNC Management Team and SLNC Operations.

### **Mission:**

The mission of the Joint H&S Committee is to make recommendations in reference to the Health and Safety of all SLNC users, to report, record, and resolve outstanding safety concerns and to be a leader in workplace safety within the Nordic ski industry.

### **Goals (3-4):**

1. Report and recommend actions to mitigate incidents related to Health and Safety,
2. Staff / Volunteer Training and Certification Management,
3. Use Worksafe guidelines to make recommendations to operations.

### **KPI's (3-4):**

1. Advise operations on the development of effective reporting procedures for all workplace incidents and injuries, including WorkSafeBC implementation plans.
2. Make recommendations regarding a comprehensive document storage and reporting tool to increase efficiency and identify ongoing safety issues.
3. Review annually the Risk Assessment tool covering all SLNC operations which includes quarterly review by the Joint H&S Committee.
4. Review annual Health and Safety training plans for all staff, volunteers and leaders.

### **Implementation Plans (including timeframes / schedule):**

#### **(Aug– Oct):**

- a) Review previous season Safety Report and Develop an Action Items Framework.
- b) Prepare Committee Meeting Plan for September.
- c) Review Document Storage and create next season tools.
- d) Review Pre-Season Training Plan with staff and volunteers.
- e) Make recommendations on documents to be used during the operating season, review documents with the Management Team.

#### **(Nov-Jan):**

- a) Review accurate reports and staff ongoing staff training plans.
- b) Review procedures and make recommendations.
- c) Review operational procedures with respect to Health and Safety and make recommendations.
- d) Identify systemic operational issues.
- e) Review Incident reports.

**(Feb – May):**

- a) Identify Capital Expenses required for next budget season.
- b) Finalize capital projects plans and quotes before April.
- c) Review and finalize year end documentation for annual summary report.
- d) Annual Summary Report development for BOD spring meetings (May).

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