The *Workers Compensation Act* requires that the employer must post a copy of this report in a conspicuous place at or near the workplace inspected for at least seven days, or until compliance has been achieved, whichever is the longer period. A copy of this report must also be given to the joint committee or worker health and safety representative, as applicable.

### Inspection Report #202016709010A

<table>
<thead>
<tr>
<th>Employer Name</th>
<th>Jobsite Inspected</th>
<th>Scope of Inspection</th>
</tr>
</thead>
<tbody>
<tr>
<td>SIMON FRASER UNIVERSITY</td>
<td>8888 University Drive West Burnaby BC</td>
<td>Burnaby campus</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date of Initiating Inspection</th>
<th>Date of This Inspection</th>
<th>Delivery Date of This Report</th>
<th>Delivery Method</th>
</tr>
</thead>
<tbody>
<tr>
<td>Feb 19, 2020</td>
<td>Feb 19, 2020</td>
<td>Mar 03, 2020</td>
<td>Email</td>
</tr>
</tbody>
</table>

**THERE ARE ZERO (0) ORDERS OR OTHER ITEMS OUTSTANDING**

**ACTION MAY STILL BE NECESSARY TO ENSURE COMPLIANCE**

**PLEASE READ FULL REPORT**
INSPECTION NOTES

This inspection report is issued to document worksite inspection conducted by WorkSafeBC Officers R. Levis and S. Magnusson on February 19, 2020.

The scope of this inspection is specific to the temporary storage and working area for AV department working conditions located at Strand Hall AQ department in Burnaby.

We met with the employer representatives Health and Safety Department and spoke with the Manager and a worker at the jobsite. The employer representative stated that for this department, there are a total of 20 workers, a mixture of full-time and part-time workers with varying hours of work.

The issue reported was regarding the ventilation system, safe working procedures for the tools, and access to the tools. In discussion with the employer and worker representatives, the area is designed to use as temporary storage and temporary short-term working area for maintenance and repairs of AV equipment.

The employer representative stated that they immediately identified to stop any kind of wood cutting and soldering in this department because it is not intended for its purpose. In addition, based on the employer's risk assessment, they identified as a temporary corrective action that workers are prohibited to re-circulate dust and smoke. Workers had been instructed and informed to not cut or do any soldering during this temporary relocation until they move to their permanent location. One of the concern brought is access to the tools and equipment to use for cutting and soldering. The employer representative stated that they have a security and screening procedures in place to manage and control access in this department and only those authorized workers are allowed to enter. Therefore, even with the tools and equipment readily available, the employer have a system to manage activities onsite.

The employer representative also stated that they have contracted services to a third party to review and revise their shop procedures which includes safe work procedures for their tools and equipment. Since the workers are not to use the cutting and soldering equipment, the employer is aware of the process of providing instruction and training to their workers. Moreover, workers in the trade were hired with the intent of knowledge and skills in their job and part of their job is to use those tools and equipment.

Reporting Unsafe Condition - The employer and worker representatives stated that they have a process in place for addressing unsafe conditions and acts. There are three different levels and the employer have established a process in place for the front line supervisors and managers to have an opportunity to address the unsafe conditions raised by their workers. This system allows the supervisors and managers to resolve the issue quickly and prevent any operational disruptions.

Should the supervisors and managers require support, they are to contact the Health and Safety Department directly to help them minimize or mitigate those hazards reported by the workers.

In this case, a worker had reported a number of issues to their manager and the manager had contacted their Health and Safety Department to address those issues. The employer representative stated that although they do not have formal investigation report completed, they have address those issues immediately and corrective actions were implemented.

I am satisfied that the employer have addressed the unsafe conditions reported by the worker. However, the employer representatives stated that this issue kept coming back and is being reported in slightly various differences. I recommend to the employer representatives that if this issue is a re-occurrence of a previous reported condition, the employer is to conduct a formal investigation and address the workers concern. This will allow the employer to show their due diligence and should workers willfully disregard or not follow the safe work procedures that had been put in place, the employer must address with the workers appropriately. The employer representative agreed to put in writing actions they have taken to address the unsafe condition and will send to this officer by March 6, 2020 (2 weeks from the date of this inspection).

The Occupational Health and Safety Regulation requires that one copy of this inspection report remain posted in a conspicuous place at or near the operation inspected for at least seven days, or until compliance has been achieved,
whichever is the longer period.

If there are any questions with respect to the contents of this inspection report or need more information, I can be contacted by telephone or email at:

Redonna Levis, Dip T. (OHS), OSO  
Prevention Field Services-Burnaby  
450-6450 Roberts Street, Burnaby BC  
**Telephone:** 604-232-5977; **Fax:** 604-232-5950  
**Email:** redonna.levis@worksafebc.com

WorkSafeBC has a wide range of health and safety information. For assistance and information on workplace health and safety, call toll-free (within BC) at 1-888-621-7233 or visit our web site at www.worksafebc.com. To report -serious accident/incident call 1-604-276-3100 -after hours health and safety emergencies call 1-866-922-4357
REFERENCES

In addition to any orders, or other items, and the information provided in the Inspection Notes section in this Inspection Report, the officer may discuss other health and safety issues with the employer arising out of the inspection. The information below sets out the health and safety requirements discussed with the employer, and unless otherwise noted, violations of these requirements were not observed.

<table>
<thead>
<tr>
<th>Reference</th>
<th>Details Discussed</th>
</tr>
</thead>
<tbody>
<tr>
<td>OHS3.10</td>
<td>Whenever a person observes what appears to be an unsafe or harmful condition or act the person must report it as soon as possible to a supervisor or to the employer, and the person receiving the report must investigate the reported unsafe condition or act and must ensure that any necessary corrective action is taken without delay. Although the employer have addressed immediately health and safety issues that the worker reported. I explained to the employer representatives the requirements to investigate those unsafe conditions should the workers continue to report the condition.</td>
</tr>
</tbody>
</table>
**Right to Review**

Any employer, worker, owner, supplier, union, or a member of a deceased worker's family directly affected may, within 45 calendar days of the delivery date of this report, in writing, request the Review Division of WorkSafeBC to conduct a review of an order, or the non-issuance of an order, by contacting the Review Division. Employers requiring assistance may contact the Employers' Advisers at 1-800-925-2233.

WorkSafeBC values your feedback. To obtain that feedback, an external market research provider may be contacting you to complete a survey.