



**association of university and college employees**

March 19, 1982

Mr. R.A. Grant  
Director  
Employee Relations  
University of British Columbia

Dear Mr. Grant:

With reference to your letter of March 1, 1982 regarding the formulation of an Industrial Health and Safety Subcommittee for the G.S.A. building, we wish to advise you that the suggestions you have made are acceptable with the following additions:

- a) The subcommittee be structured and function in accordance with Section 4 of the I.H. & S. regulations.
- b) That the subcommittee submit reports of its functioning to the Presidents Advisory Committee (i.e. the University's central safety committee) on a monthly basis. This will ensure that subcommittee activities are in accordance with the W.C.B. Regulations and that it functions in accordance with the policies and objectives of the University's Safety Program.
- c) The University provide the opportunity for members of this subcommittee (both management and union) to be trained in the proper functioning of a safety committee, how to conduct worksite inspections, how to conduct accident investigations and the legal responsibilities for people in the building.
- d) The University should submit a copy of the following items pertinent to its Industrial Health and Safety Program:
  - 1) The policies and objectives [I.H. & S. Reg. 4.02 (5)(a)]
  - 2) The standards for safe work performance [I.H. & S. Reg. 4.02 (5)(c)]
  - 3) The standards for conducting accident investigations, inspections, training workers, maintaining records and statistics [I.H. & S. Regs 4.02(5)(e), 4.02(5)(b), 4.02(5)(h), 4.02(5)(f)]
  - 4) The tentative schedule for management meetings for the building where Health and Safety Committee recommendations will be reviewed

We feel that by starting out with the committee having this background the mandate for committee functioning will be clear and the committee should conduct its duties in an efficient manner. We thank you for your constructive suggestions and initiative in establishing this committee and we look forward to working with the university in developing a workable subcommittee.

Yours truly,

cc: C. Bulger  
P. Byrne  
D. Ward

Darlene Marie Bailey  
AUCE Health & Safety Rep.