



HR-4209 Bilateral Work Stoppage Procedure

Approval Date: 2020

Review Date: 2025

1. Purpose

Trillium Lakelands District School Board recognizes and is committed to its responsibilities to provide for the health and safety of all staff while at work.

In order to achieve this objective, all employees are required to be active in health and safety and accident prevention by performing their tasks in accordance with the Occupational Health and Safety Act, the Regulations under the Act, established safety procedures, and safe work practices on the job.

The Board will take every precaution in the circumstances to protect the health and safety of workers, students, volunteers, visitors and contractors. This shall be accomplished by developing, documenting, and implementing safety policies and procedures.

The Board recognizes and endorses the Internal Responsibility System whereby all workplace parties participate in building a robust safety environment. Principals/Supervisors are to ensure that safe work procedures and training are implemented and followed to maintain a safe and healthy workplace.

2. References and Related Documents

Internal

- [Site-based joint occupational health & Safety committee procedure HR-4201.](#)

External

- [Occupational Health and Safety Act and Regulations \(OHSA\)](#)

3. Terms and Definitions

- **JOHSC:** Site-Based Joint Occupational Health and Safety Committee
- **JOHSC Management Member:** The management member determined by the Board who holds certification under the Occupational Health and Safety Act.
- **JOHSC Worker Member:** Worker at a workplace chosen by the union presidents, who holds certification under the Occupational Health & Safety Act
- **IRS:** Internal Responsibility System

4. Administrative Procedure

The Principal/Supervisor shall contact the Board's Health & Safety/WSIB Coordinator immediately.

Section 45 of the OHS Act outlines the required process for a Bilateral Work Stoppage.

The JOHSC worker member informs the JOHSC Management Member that the worker believes that dangerous condition(s) exist and requests that the JOHSC Management Member investigate the matter.

The JOHSC Management Member shall investigate the situation immediately in the presence of the JOHSC worker member.

If the JOHSC Management Member undertakes corrective measures that make the workplace healthy and safe in the opinion of the JOHSC worker member, the issue is considered resolved.

If both JOHSC members agree that dangerous conditions exist, then they may stop any work affected by the dangerous circumstances.

The Principal/Supervisor should immediately report such decisions to the Director of Education or designate, through their Superintendent.

If the two JOHSC members do not agree that dangerous conditions exist, then either one may request that an inspector from the Ministry of Labour investigate the situation in the presence of the two designated JOHSC members. The inspector will provide a written decision to JOHSC management and worker members.

The JOHSC members who issued a direction may jointly cancel it or an inspector may cancel it.

If you require this information in an accessible format, please contact Communications Services at info@tldsbc.on.ca.