



Addressing the protection of other affected parties not under the employer's direction

Background: The Alberta OHS Act Part 1 Obligations of Work Site Parties

Obligations of employers 3(1) Every employer shall ensure, as far as it is reasonably practicable for the employer to do so, (a) the health and safety and welfare of

(ii) those workers not engaged in the work of that employer by present at the work site at which that work is being carried out, and

(iii) other persons at or in the vicinity of the work site who may be affected by hazards originating from the work site.

Definitions:

Welfare - The conditions or facilities, in or near a work site, provided for the feeding, rest, hygiene, or sanitary requirements of a worker.” The Act is clear that health and safety includes physical, psychological and social well-being.

Other Affected Parties (not under the employer's direction)

- **Visitor** - Any person at the work site who is not under the direct control of the employer (e.g. courier). Visitors do not include customers
- **Other Employers** - Other companies/employers conducting business at or in the vicinity of the work site, that are not under the direct control of the employer (e.g. landscapers, security, medics, etc.)
- **General Public** - All other persons in the general vicinity of the work site that are not under the direct control of the employer (e.g. customers, pedestrians)

COR Audit Requirement

Question I.1c in the COR Audit Protocol requires the Company to have a written directive outlining a process of how the Company addresses the protection of other workers not under the employer's direction, visitors and other persons (i.e. general public, mail carriers, etc.) in the vicinity of work that is being carried out.

Companies may have unwritten measure in place; however, they often do not have a written directive outlining how they plan on addressing the hazards that may affect persons not under their direct control (visitors, other employers, the general public).

Some auditors have answered this question based on what is in place for contractors, workers, or just visitors and not address the requirement to protect the general public.



What Employers can do

Employers are obligated to protect their workers and other individuals at or around the work site from potential hazards. Workers also have an obligation to take reasonable care to protect the health and safety of themselves and others in the vicinity of the work site.

Start with developing a directive document that indicates your obligations as an employer, supervisor and worker on site. Indicate how your company plans to identify and address all potential hazards and review hazard assessments on an ongoing basis to help identify any additional hazards. The directive should ensure all identified existing and potential hazards are addressed and adequately controlled. It should also identify how further mitigation plans will be developed if hazards may extend further than the general work site.

Considerations

- Keep pathways, entryways and loading docks clear of water, ice and snow.
- Keep snow shovels and de-icer or sand near these areas.
- Make sure parking lots are plowed, sanded and well lit.
- Check that heating, ventilation and monitoring systems are ready for winter.
- Inspect heating and cooling systems for proper function and make sure all work areas have appropriate ventilation.
- Test carbon monoxide detectors or monitoring equipment, and exhaust systems.

Consider how hazards from the work site may impact the general public

- H2S release which impacts residents and landowners
- A fire that spreads to adjacent land
- Contaminated clothing taken home to launder
- A dropped object which leaved the guarded area

How Auditors should be assessing and answering the question

Guidelines

Review policies or procedures to verify the company has a process in place to address the protection of other workers not under the employer's direction, visitors and other persons (i.e. general public, mail carriers, etc.) in the vicinity of work that is being carried out.

Scoring:

Score 100% if a statement within a policy or procedure addressing each of the requirements (visitors, other employers and the general public) is found,

Score 0% otherwise.

Validation Note:

Note should include:

- The score applied.
- A summary of how the process addressed the protection of others at the worksite not directed by the employer.



Example Auditor Note:

100% awarded as ABC Company has a process in place to address the protection of other affected parties not under the employer's direction.

In the Contractor Management Section of the Health and Safety Manual it indicates the following:

The protection of health and safety not only applies to ABC Company employees, but to other affected parties such as visitors, contractors/subcontractors, persons in the general vicinity of our work areas and other trades that share our workspace.

ABC Company will take all reasonable precautions to ensure the health and safety of all personnel at or in the vicinity of their work sites by:

- Providing access to health and safety information such as hazard assessments, inspections and procedures as required.
- Communicating work site hazards and controls, as required.
- Communicating health and safety responsibilities, as required.
- Communicating and changes to the worksite, as required.