



(Photo by Daria Perevezentsev)

## New Items

### Workplace Inspections Reminders

As a reminder, it is the **area supervisor's responsibility** to correct any items noted in the workplace inspection report by completing the right side of the table and submitting a completed copy to [EHS JHSC](#). For **re-occurring hazards**, please include projected timeline for corrective action in the applicable section.

Any **inaccessible areas** during inspections should be noted in the report and arrangements should be made to return and conduct an inspection.

### Off-Campus Safety

Staff, Faculty, and Students travelling for University-sanctioned activities are reminded to review the [Off-Campus Safety](#) webpage.

### UofT Smoke Free Policy

As of January 1, 2019, all smoking and vaping is prohibited on all property owned by UofT. For more information, please see University of Toronto's [Smoke-Free Policy](#) and [FAQs](#).

### Reporting Health And Safety Concerns

If you have any health & safety concerns including indoor air quality (IAQ) concerns, please report the concern to your supervisor. Supervisors have responsibilities for health and safety in the workplace and workers are responsible for reporting hazards to their supervisor. EHS ([ehs.office@utoronto.ca](mailto:ehs.office@utoronto.ca)) is also available to provide support and conduct an assessment to identify workplace hazards and provide recommendations to address concerns. JHSC members who are approached by workers about health & safety concerns should also encourage workers to report their concerns to their supervisor and EHS.

## IN THIS NEWSLETTER

### NEW ITEMS

Workplace Inspection Reminders

Off-Campus Safety

UofT Smoke Free Policy

Reporting Health and Safety Concerns

### REMINDERS

COVID-19 Resources

Legionella and Ventilation Testing

UofT EHS Website

EHS JHSC SharePoint

Workplace Inspections

Safety Training

Type 3 Asbestos Abatement Work

F&S Service Alerts

Interested in joining a JHSC?

# Reminders

## COVID-19 and other Respiratory Illness Resources

[UTogether](#) is a one-stop hub of information on how the University is responding to the pandemic. For all the latest information please check the [UTogether](#), and [Safe Environment](#) websites. The University of Toronto continually updates our [frequently asked questions](#) related to COVID-19 and our community

The University of Toronto is committed first and foremost to the health and safety of our entire community. To achieve this, the University has developed F&S Strategies: [Regular Caretaking Service Levels Strategy](#) and [COVID-19 heating, ventilation and air conditioning \(HVAC\) strategy](#). If additional information on ventilation is required, please contact [EHS JHSC](#) with the request. Please note that such requests may require **weeks** to complete depending on the size and complexity of the ventilation system. In the interim, locations can be assessed on a case-by-case basis.

## Legionella and Ventilation Testing

We encourage interested JHSCs to regularly check the [Water Testing Schedule](#) for the most up-to-date information on legionella testing in their building and to contact [EHS JHSC](#) if a JHSC worker member is interested in attending the beginning of legionella and/or ventilation testing. The Potable Water Maintenance Program was updated in September 2022. You can find it on our website [here](#). For more information regarding legionella, you can visit our [Legionella FAQs page](#).

[Environmental Health & Safety](#) website contains a lot of information and resources:

- [Monthly JHSC Newsletter](#)
- [Health & Safety \(H&S\) Board](#), [their locations](#), [required posting](#) and links for download. Please inform EHS when a board is installed/relocated as EHS conducts annual updates and audits.
- OHS completed an assessment of all job categories/titles and developed a [General University Workplace Violence Assessment](#) for all positions across the University in University owned/operated workplaces, which it reviews annually. JHSCs are encouraged to review the assessment. If you have any questions or comments please contact [EHS JHSC](#).
- [Health & Safety Policy](#) and Policy with Respect to [Workplace Harassment](#) and [Workplace Violence](#) which JHSCs are encouraged to regularly review
- [JHSC coverage per building](#). Please note, updates are regularly made as units move, occupy new space, etc.
- AED Locations are listed on the [U of T Map](#). For more information regarding AEDs, First Aid and First Aid Training, please see [First Aid Training Page](#).
- [CUPE3902 Reimbursement Forms](#) for JHSC-related activities. Once approved by the manager co-chair of your JHSC, please forward a copy to [ehs.jhsc@utoronto.ca](mailto:ehs.jhsc@utoronto.ca) and [HSO@cupe3902.org](mailto:HSO@cupe3902.org).

## EHS JHSC SharePoint

JHSC members can view/download minutes, inspections, etc. via [SharePoint](#) and will receive an email when minutes/inspections are uploaded. Please [click here](#) for a tutorial on how to use the new EHS JHSC SharePoint. JHSCs are reminded to regularly send relevant documents to [EHS JHSC](#) for upload.

## Workplace Inspections

As a reminder, EHS provides a [workplace inspection template](#) which now includes sections to note down maintenance/housekeeping items and inaccessible area(s) during the inspection. JHSC worker inspectors can arrange for access to inspect the inaccessible space through the occupants/EHS/Property Manager. Please ensure applicable area supervisor completes and sign the inspection form and return a copy to [EHS JHSC](#). For tips for what happens before and after a workplace inspection, please see [Workplace Inspections Tips for Before and After](#) page.

---

**Safety Training**

The University offers numerous training courses for its employees, specific to their workplace context ([Administration/Facilities & Lab Environments](#)) and regularly updates the training courses on an ongoing basis. We encourage the JHSCs to review our training offerings relevant to their specific work and welcome the JHSCs to provide us with any feedback regarding training content. If you have any questions regarding relevant training required for your specific work, please speak with your supervisor. If you have any questions regarding EHS-offered training courses and related University-developed training content, please contact [EHS JHSC](#).

**Type 3 Asbestos Abatement Work**

Type 3 asbestos abatement air sampling results are available on the Asbestos Data website. For more information, please see [Type 3 Asbestos Abatement Information](#).

**F&S Service Alerts**

To receive Facilities & Services (F&S) alerts for building related-services (e.g. service outages, shutdowns, Type 2 and 3 asbestos work), please subscribe to [F&S Alerts](#).

**Interested in joining a Joint Health and Safety Committee?**

Please contact [your JHSC](#) for any vacancies. As a reminder, in accordance with the Occupational Health and Safety Act, worker members are appointed by their respective union. For more information, please see [JHSC FAQs](#). Alternatively, you can contact [EHS JHSC](#) or your union directly.