



Activity Plan

2020-23

**Advisory Council
on Occupational
Health and Safety**

Chair's Message

As the Chair of the Advisory Council on Occupational Health and Safety I am very pleased to submit the Activity Plan for the Council for the fiscal years 2020-2023. This Plan is prepared in compliance with the **Transparency and Accountability Act** pursuant to which the Council has been categorized as a Category 3 government entity and which requires the Council to prepare a performance-based activity plan.

In developing this Plan, the Council has considered the strategic directions of Government and the Minister of Digital Government and Service NL. The Council is accountable for the preparation of this plan and for the achievement of its objectives.

The Council is funded through the Occupational Health and Safety Division of Digital Government and Service NL. The Division operates on up to 5 per cent of the annual assessment revenue paid to WorkplaceNL. Approximately \$25,000 is budgeted for the operation of the Council on a yearly basis, which would include remuneration - as per Guidelines for Rates of Remuneration for Boards, Commissions and Agencies.

Yours truly,

A handwritten signature in blue ink that reads "Travis White".

Mr. Travis White

Chairperson

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Overview

The Advisory Council has 11 members, including Chairperson, Vice-Chairperson, two ex-officio positions, secretary, and the remaining membership consisting of equal representation from labour and management. Members are appointed for terms not exceeding three years, and are eligible for reappointment for not more than two consecutive terms.

Member	Representation
Mr. Travis White	Chairperson
Ms. Yvette Coffey	Vice-Chairperson
Ms. Kathleen King	Labour Representative
Ms. Kristy Reid	Labour Representative
Mr. Robert Richards	Labour Representative
Ms. Cathy Ivany	Mgmt. Representative
Ms. Lana Collins	Mgmt. Representative
Mr. Derrick House	Mgmt. Representative
Mr. Dennis Hogan - Ex-Officio – CEO WorkplaceNL	
Ms. Gail Boland - Ex-Officio ADM Occupational Health and Safety - Digital Government and Service NL	
Ms. Heather Taylor- Secretary, Manager Standards & Regulatory Review - Digital Government and Service NL	

Mandate

The Advisory Council on Occupational Health and Safety is established pursuant to Section 12 of the **Occupational Health and Safety Act**. The duties and responsibilities of the Council are established pursuant to Section 17 of the Act. They include providing advice to the Minister on the administration of the Act and its regulations, on occupational health and safety, and any matter relating to occupational health and safety that the Minister has referred to the Council for advice.

Objective

The Council performs two functions – advising the Minister on the administration of the **Occupational Health and Safety Act** and associated regulations and advising on any matter relating to occupational health and safety. It is committed to fulfilling its mandated responsibilities and as such, will provide annual reports detailing the activities it undertook during each fiscal year covered by this Activity Plan in compliance with its mandate.

Objective: By March 31 2021, 2022 and 2023, the Council will have advised the responsible Minister for Occupational Health and Safety:

Indicators:

As requested, provided advice to the Minister on:

- The administration of the Act and its regulations
- Occupational health and safety
- On any matter relating to occupational health and safety that the Minister has referred to the Council for advice.



Digital Government and Service NL