

NATIONAL CAPITAL COMMISSION  
COMMISSION DE LA CAPITALE NATIONALE

|             |                    |
|-------------|--------------------|
| <b>No.</b>  | 2019-H04           |
| <b>To</b>   | Board of Directors |
| <b>Date</b> | 2019-06-20         |

**For** DECISION

**Subject/Title**

Occupational Health and Safety annual report for 2018-2019.

**Summary**

Present the National Capital Commission's Occupational Health and Safety annual report for 2018-19.

**Risk Summary**

Not applicable.

**Recommendation**

That the Occupational Health and Safety annual report for 2018-2019 be endorsed.

**Submitted by:**

Céline Larabie, Executive Director, Human Resources

Name

Signature

## 1. Strategic Priorities

- NCC 2019-2020 to 2023-2024 Corporate Plan Priorities and Guiding Principles:
  - Demonstrate corporate excellence such that the NCC is recognized as an exemplary federal Crown Corporation and an employer of choice in the National Capital Region.
  - Openness and Transparency: Ensure the integrity of our activities, and continue to engage public and stakeholders in the National Capital Region and beyond.
  - Organizational Excellence: Nurture a diverse and engaged workforce, and continue to improve business practices and client services.
- NCC Policy on Occupational Health and Safety (OHS).

## 2. Authority

- *Canada Labour Code*, Part II – Occupational Health and Safety, sections 124 and 125;
- *Canada Occupational Health and Safety Regulations*; and
- Charter of the Board of Directors, section 3.2.3.

## 3. Context

- As an organization subject to the *Canada Labour Code* – Part II, the NCC has implemented and continues to monitor its OHS Program; and
- The NCC has and continues to meet its obligations under OHS.

## 4. Options Analysis

Not applicable.

## 5. Financial Details

Not applicable.

## 6. Opportunities and Expected Results

The goal of the OHS program is to ensure that, the NCC exercises its due diligence in terms of its legislated obligations.

## **7. Risks and Mitigation Measures**

Not applicable.

## **8. Consultations and Communications**

- The NCC's Joint Occupational Health and Safety Policy Committee is informed of accidents and incidents statistics on a quarterly basis.
- The Occupational Health and Safety Annual Report for 2018-2019 was reviewed by the Executive Management Committee at its May 15, 2019 meeting.

## **9. Next Steps**

Not applicable.

## **10. List of Appendices**

Appendix A – Executive Summary

## **11. Authors of the Submission**

Céline Larabie, Executive Director, Human Resources

Marc Lapierre, Chief, Labour Relations

Stéphane Trudeau, Health, Safety and Wellness Advisor

## Appendix A Executive Summary

The National Capital Commission (NCC) is subject to Part II of the *Canada Labour Code*, dealing with Occupational Health and Safety (OHS). As part of the NCC Charter of the Board of Directors, there is a requirement that the Board review and endorse the Corporation's occupational health and safety annual report.

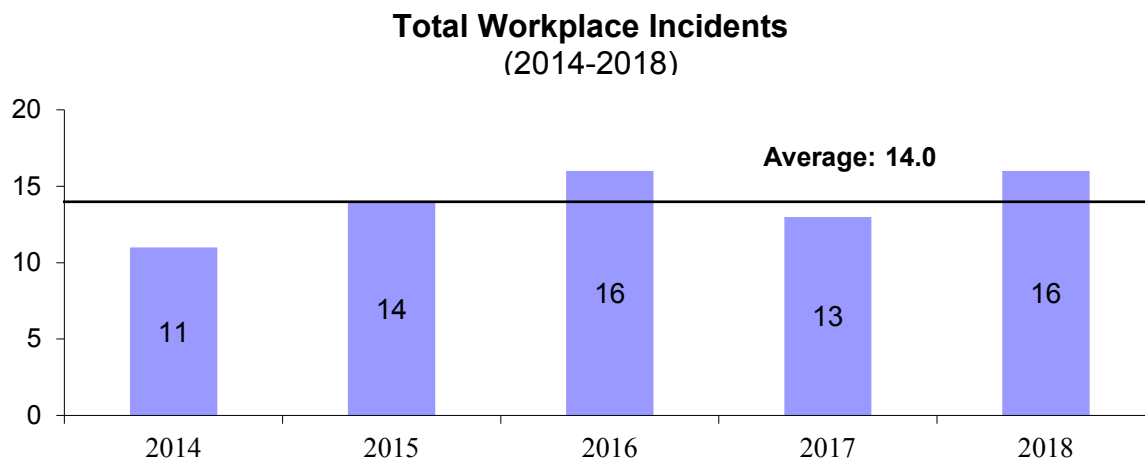
### Canada Labour Code Requirements:

Over the course of the 2018 calendar year, the NCC continued to meet its obligations through:

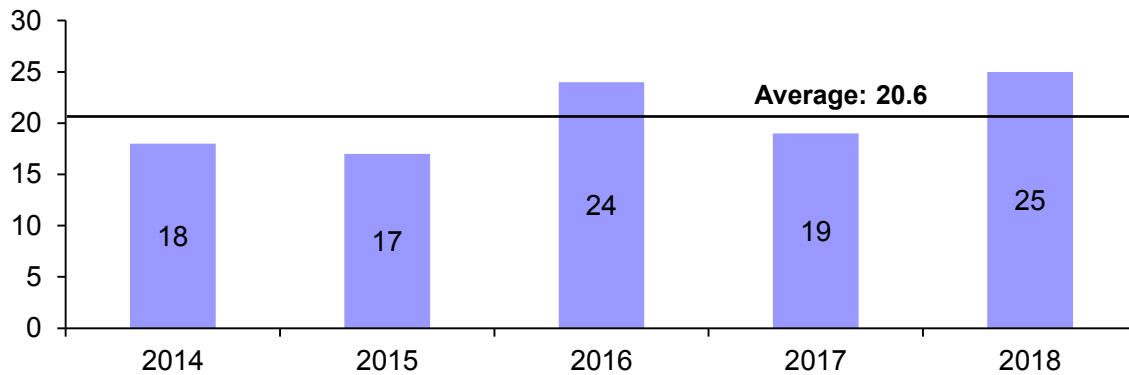
- Investigations and follow-ups to workplace incidents (16) and accidents (25), for a total of 41 hazardous occurrences;
- OHS committees meetings (31);
- Workplace inspections (34);
- Training sessions on various health and safety topics (29); and
- Conferences/workshops related to Mental Health (4).

The NCC also presented, through its Employee and Family Assistance Program service provider, Homewood Health, an orientation session on its services offered to employees as well as wellness workshops (2).

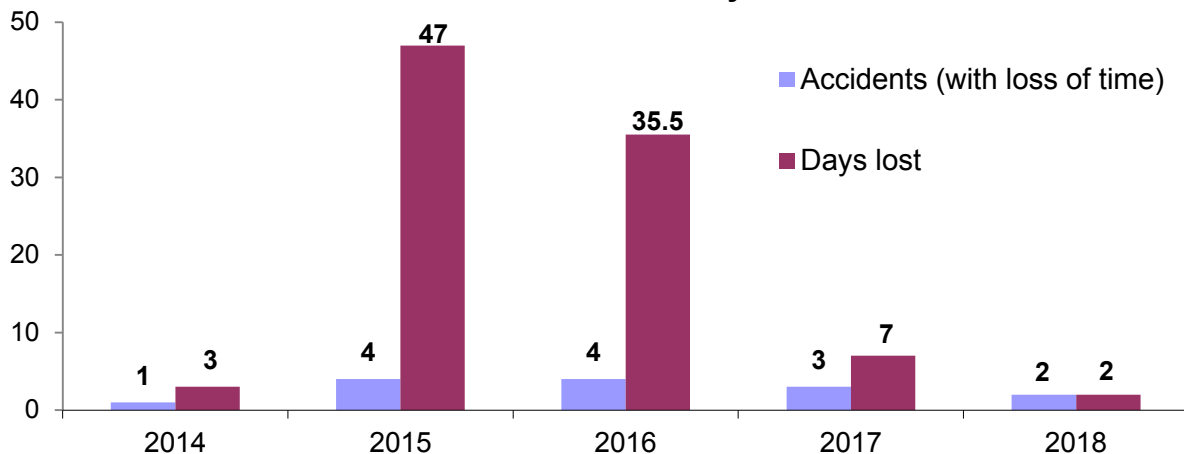
### Workplace Incidents:



In 2018, there were 16 workplace incidents, that is, hazardous occurrences involving material damages only. These reported incidents were related to minor damage to NCC vehicles and are comparable to the NCC annual average of 14.0 over the past 5 years.

Work-Related Accidents:**Total Work-Related Accidents  
(2014-2018)**

For this same period, there were 25 work-related accidents in which employees were injured or ill. This represents a slight increase from the previous year in terms of total work-related accidents. Most of the injuries were minor and characterized as cuts, scratches, skin reactions, etc. Over the past 5 years, the NCC has averaged 20.6 work-related accidents per year.

**Work-Related Accidents Involving Loss of Time  
and Number of Days Lost**

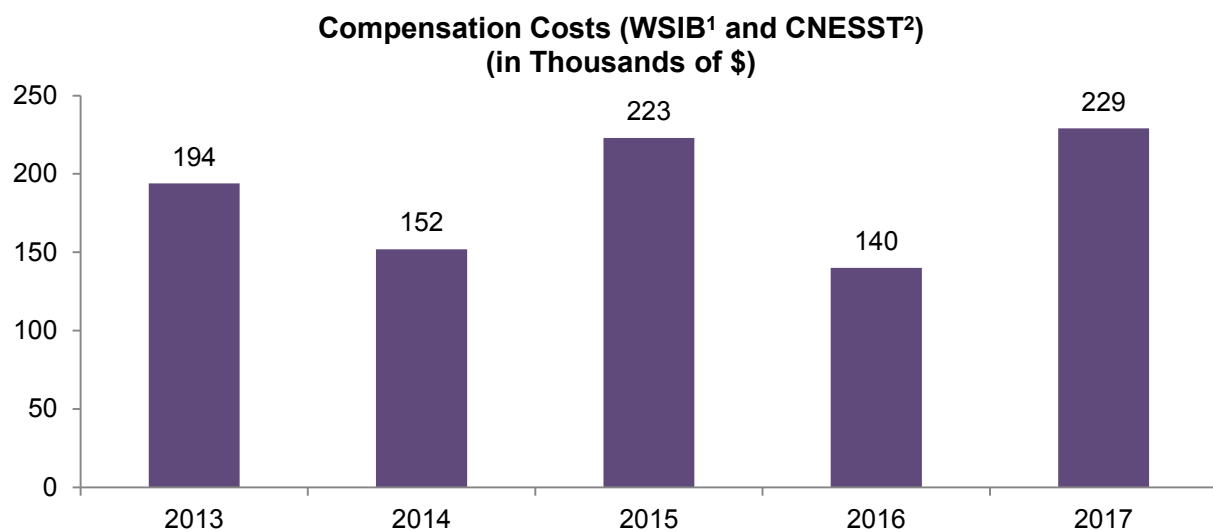
Despite this increase in the number of work-related accidents, there was, however, a decrease in terms of accidents involving loss of time. For the current year, only 2 of these accidents involved loss of time, 1 day each for a total of 2 days. The NCC average over the course of 5 years is of 2.8 accidents with loss of time. The accident resulting in the most time lost for 2015 accounted for 39 days of time lost while in 2016, a single accident accounted for 20 days of lost time.

### Performance Indicator

In addition, using the most recent information available for the Federal Public Service as a whole (2016), the NCC has maintained a lower Disabling Injury Frequency Rate\*. The rate for the greater Federal Public Service was 9.1. In comparison, the NCC's rate was of 2.6 for 2018.

\* Disabling Injury Frequency Rate: sum of the total of disabling and fatal injuries on the job (2) divided by the total number of hours worked (756,942 hours), multiplied by 1 million.

### Occupational Illnesses/Injuries – Compensation Costs:



Notes: <sup>1</sup> WSIB: Workplace Safety and Insurance Board (Ontario)

<sup>2</sup> CNESST: Commission des normes de l'équité de la santé et de la sécurité au travail (Québec)

Costs associated to occupational injuries or illnesses for 2017 were approximately \$229,000 with the increase in comparison to previous years mainly attributed to payments for 1 specific case. It should be noted that costs for 2018 have not yet been determined. Despite an increase in comparison to previous years, these costs are expected to decrease over time as most are associated with former employees who had work-related accidents or illnesses prior to 1990.