



NATIONAL CAPITAL COMMISSION
COMMISSION DE LA CAPITALE NATIONALE

Appendix B – Occupational Health and Safety Annual Report for 2016–2017

Board of Directors – June 29, 2017 (Public meeting)



Obligations

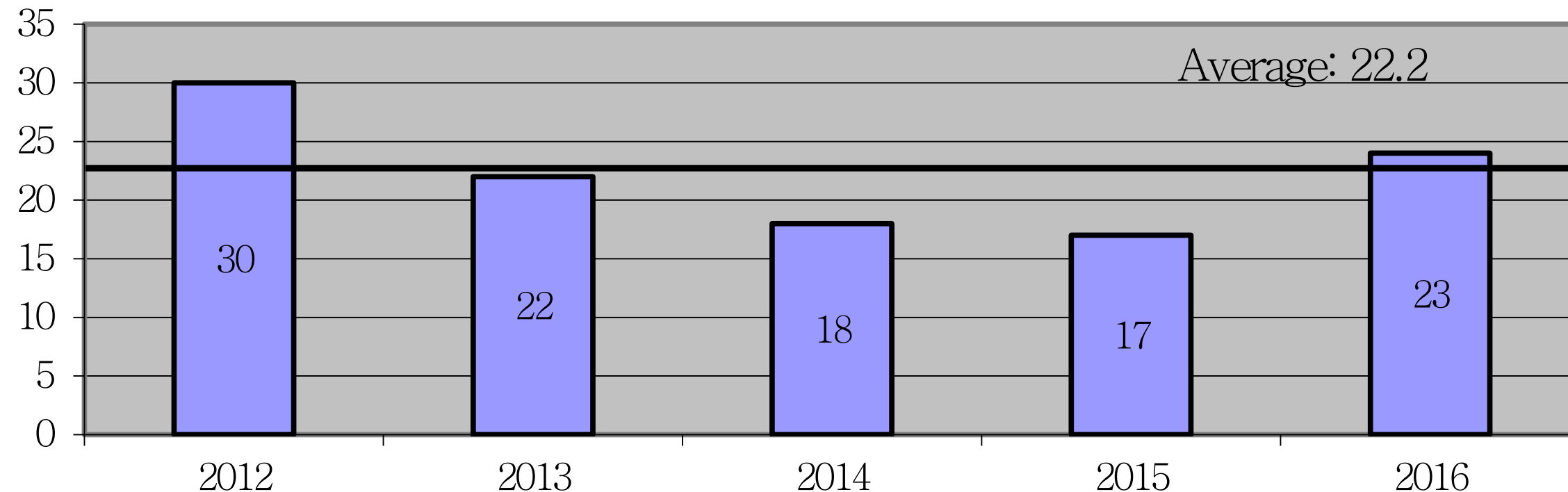
Comply with the Code and enhance a healthy and productive workplace:

- Policies, guidelines, legal requirements and best practices (2016)
 - 31 Occupational Health and Safety (OHS) committee meetings
 - 79 new employees met for an OHS orientation
- OHS training (2016-17)
 - 493 employees trained on 26 different topics
 - 161 managers trained on OHS responsibilities
 - 30 employees trained on OHS responsibilities in relation to contractors

Obligations (continued)

- Monitoring of work activities / inspecting workplaces / investigating hazardous occurrences and issues / following-up with managers as well as employees to prevent work-related injuries and illnesses (2016)
 - 40 hazardous occurrences investigated and followed-up
 - 38 site inspections
- Support to managers and employees upon return to work from work-related injuries (2016)
 - 4 safe and early return to work cases

Workplace Accidents (Calendar Year)

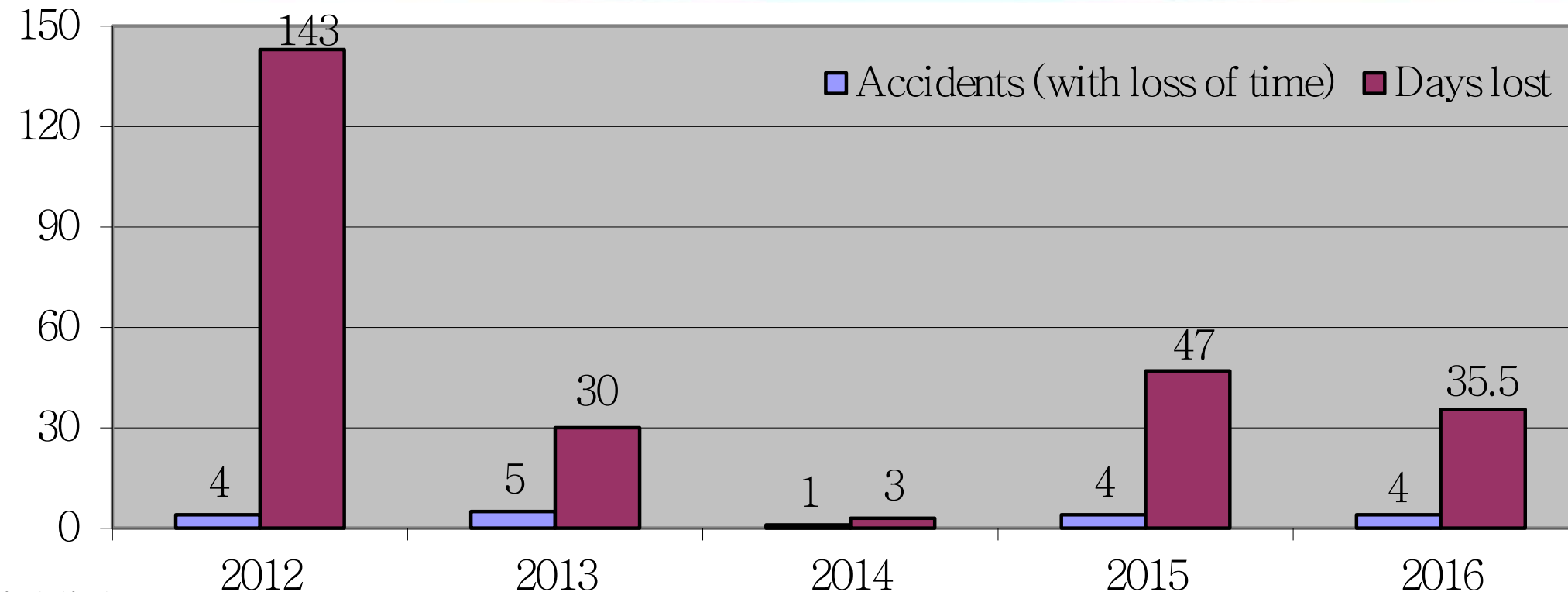


Accidents are all hazardous occurrences in which employees including terms, students, etc. would be injured or feel ill (most injuries are minor such as cuts, scratches, skin reactions, etc. In cases of doubt, employees are required to consult a doctor as a precautionary measure)

Highlights:

- 2012: Capital Experience, transferred to Canadian Heritage; accounting for 3 occurrences;
- Beginning in 2015: occurrences of illness at work are included; therefore 3 in 2015 and 8 in 2016;
- 2015 and 2016: 4 accidents involved a loss of time.

Days Lost Due To Workplace Accidents (Calendar Year)



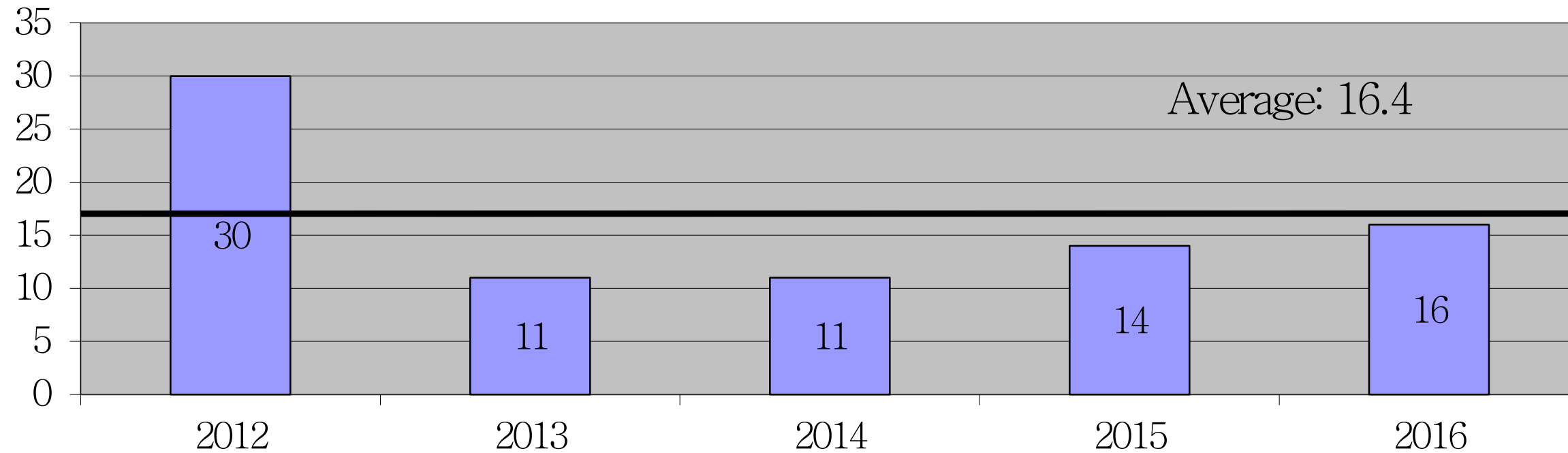
Average
Number of
accidents
with loss of
time: **3.6**

Highlights:

- 2012 is diverging from other years due to 1 road accident resulting in 136 days lost;
- The accident resulting in the most days lost in 2016 accounted for 20 days compared to 39 days in 2015;
- NCC Disabling Injury Incidence Rate* was 0.93 per 100 fulltime equivalent employees in 2016 compared to the Federal Government which was 1.79 in 2014 (most recent data).

* Disabling Injury Incidence Rate: number of disabling injuries divided by the total number of FTEs and multiplying by 100

Workplace Incidents (Calendar Year)



Incidents are all hazardous occurrences in which employees, including terms and students, are not injured or feel ill but they involve material damages* (mostly vehicles)

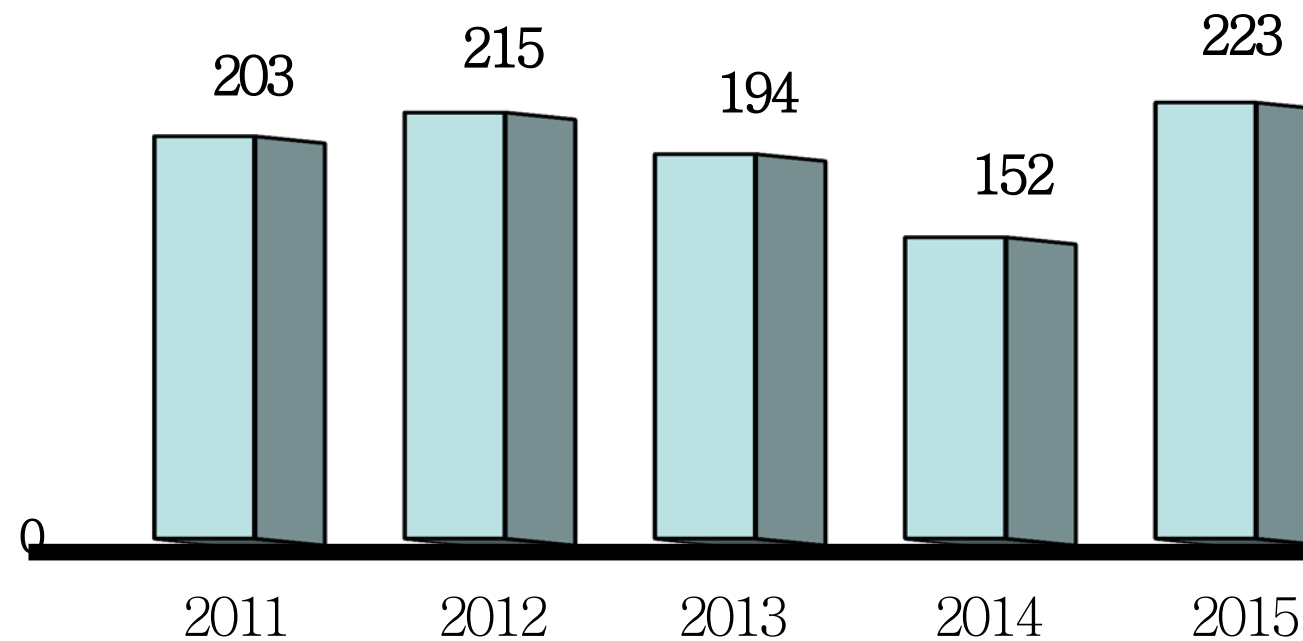
Highlights:

- 2012: Capital Experience transferred to Canadian Heritage; accounting for 15 occurrences;
- The rising trend is related to an increase of minor damage on vehicle occurrences reported by summer students (5 reported in 2016).

* Material damages meaning any damage on a property or a vehicle

Compensation Costs * (WSIB-CNESST) (Calendar Year)

(In thousands of dollars)



WSIB – Workplace Safety and Insurance Board (Ontario)

CNESST – Commission des normes, de l'équité, de la santé et de la sécurité du travail (Québec)

* Most of these costs are associated with former employees who had accidents before 1990 resulting in permanent disability and therefore were allowed life pension benefits.

Highlights:

- The trend is decreasing as the pension benefits are ending;
- The 2015 increase is due to a former employee with an occupational illness (\$45K) as well as medical care adjustments (\$20K).

