



# Know Your Responsibilities

A comprehensive wrap up to the six part series “*Know Your Responsibilities*” articles put out by Woodlot License & Community Forest Agreement Safety Committee.

1. Owners
2. Prime Contractors
3. Employers
4. Supervisors
5. Workers
6. Board of Directors

On a worksite many people could be present, the owner, prime contractor, employer, supervisors and workers. Or maybe it’s just a few people who take on a number of roles at a time. Each role has its own unique responsibilities that are required to ensure the safety of everyone on the worksite.

## How do you know what you are responsible for?

- **Know** your role or roles on the worksite, you can have more than one role on any given day.
- **Know** that safety is the responsibility of everyone on the worksite.
- **Know** that there are tools and resources available to you for ensuring safety.
- **If you don’t know, ask!** Seek advice and/or resources. Resources can be found at:

<http://www.bcforestsafe.org/node/2711>

Or contact the BC Forest Safety Council at 1-877-741-1060

**The next page clearly outlines roles and responsibilities, note that often there is more than one role responsible for ensuring a safety action has been met.**

## Workers Compensation Act - Responsibilities

### Section 115

An employer must ensure the safety of all workers at the workplace.

### Section 116

Workers must take reasonable care to protect their own safety and the safety of other persons.

### Section 117

All supervisors must ensure the health and safety of workers under their supervision.

### Section 118

Prime contractor must ensure that all activities are coordinated and comply with regulation.

### Section 119

Every owner must maintain the land/premises used as a workplace in a manner that ensures the health and safety of all persons at or near the workplace.

### Section 121

Board of directors must ensure work is carried out in accordance with established safe work procedures as required by OHS



	Owner	Prime Contractor	Employer	Supervisor	Worker	Board Members
Provide and maintain land and premises in safe manner	✓					
Identify and communicate known & foreseeable hazards on worksite as well as equipment and PPE	✓	✓	✓	✓	✓	
Ensure plan is in place to address hazards and is being followed	✓	✓	✓	✓	✓	
Ensure works related activities are planned and conducted with in WSBC regulations	✓	✓	✓	✓	✓	
Coordinating the safety activities of all companies on worksite to ensure safe operation		✓				
Compile all safety information and share this information with designated supervisors/workers		✓	✓	✓		
Conduct pre-work meeting	✓	✓	✓	✓		
Establish OH&S Policy			✓			✓
Establish ERP, and implementation of ERP			✓	✓		
Educate workers on safety rules and procedures, ensure they understand them			✓	✓		
Conduct safety meetings and follow up communications		✓	✓	✓		
Consult and cooperate with all worker health and safety representatives	✓	✓	✓	✓	✓	✓
Ensure work is carried out in accordance with established safe work procedures as required by OH&S acts and regulations	✓	✓	✓	✓	✓	✓

All the Articles can be found at: <http://www.bforestsafes.org/node/2711>