

UPEI Health and Safety Committees “For Action” Form

A UPEI Health and Safety Committee has identified the need for your response and follow up on a health and safety issue.

To: _____

Date: _____

From: _____

(Specify which Health and Safety Committee)

Chairperson: _____

Copy to: Denise Bustard, UPEI Health and Safety Advisor ☐

Other: _____

Health and Safety Committee Recommendation/Request (provide rationale if applicable):

Please respond in writing to the above recommendation within 30 days.

Response: _____

From: _____

Date: _____

Please return the original form to the identified UPEI Health and Safety Committee Chairperson and copy to the Health and Safety Advisor. _____

According to the Laws of Prince Edward Island: *Occupational Health and Safety Act* (R.S.P.E.I. 1988, Cap. O-1):

INFORMATION RESPONSIBILITIES

27. (1) Subject to clause (2)(c), an employer who receives written recommendations from a committee or a representative, if any, under clauses 25(7)(f) and 26(6)(f) together with a request for a response to the recommendations, shall respond in writing to the committee or representative within 30 days of the request.

(2) The employer's response referred to in subsection (1) shall

(a) indicate acceptance of the recommendations;

(b) give reasons for the disagreement with recommendations that the employer does not accept; or

(c) where it is not reasonably practicable to provide a response before the expiry of the 30-day period, provide within that time a reasonable explanation for the delay indicating to the committee or a representative, if any, when the response will be coming, and provide the response as soon as it is available.

(3) If the committee or a representative, if any, considers that the explanation provided by the employer under clause (2)(c) is unacceptable or unreasonable, the committee or representative shall promptly report that fact to an officer.