



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.