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Canadian Council for Health and Active Living at Work

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Canadian Workplace Health and Wellness Reporting: A Review of Provincial/Territorial Requirements

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Introduction

The following report provides information on the provincial/territorial reporting mechanisms workplaces must comply with related to health and wellness. It also covers any current or new initiatives that could encourage workplace health and wellness activities at the provincial, territorial or federal level. For the purpose of this report health and wellness activities are comprised of programs and services which include: tobacco cessation strategies, stress reduction approaches, safety prevention plans, chronic disease prevention, healthy eating schemes, employment rights, harassment policies, apprenticeship training, skills development or anything put in place to create a happy, healthy and safe work environment.

The information presented in this report was obtained through website research and personal telephone interviews with federal/provincial/territorial workplace representatives. For a list of the questions asked please see Appendix A of this report.

From the research it is apparent that provincial, territorial and federal agencies value safe, healthy work environments but the emphasis tends to be on safety prevention as opposed to general health promotion and disease prevention. The prevention of injuries was the main focus because workplaces were required to report on injuries and could be fined or persecuted for not complying. Although health was important, in the end a healthy workplace equalled a safe workplace and anything else done to promote health for workers was something workplaces decided whether to offer on their own.

The following report provides an overview of the main activities taking place across Canada and in specific provinces and territories related to workplace health, safety and wellness, including reporting requirements. This is meant to provide a baseline in which to examine the current structures and determine what initiatives could be built on or further developed to encourage healthy living practices in Canadian workplaces.

Summary of Canadian Workplace Health, Safety and Wellness Activities

The following section provides an overview of programs, policies and services offered nationally, provincially and territorially in the area of workplace health, safety and wellness. This is followed by a provincial/territorial breakdown of specific initiatives offered in each province and territory.

Federal Government Agencies

Canadian Centre for Occupational Health and Safety (CCOHS)

Established in 1978 the Canadian Centre for Occupational Health and Safety (CCOHS) is a federal departmental corporation reporting to the Parliament of Canada through the federal Minister of Labour. The Centre is governed by a Council representing three key stakeholder groups: government (federal, provincial and territorial), employers, and workers — a structure that mandates the CCOHS' impartial approach to information dissemination.

CCOHS promotes health and safety in the workplace through: facilitating consultation and cooperation among federal, provincial and territorial jurisdictions and participation by labour and management; assisting in the development and maintenance of policies and programs; and, serving as a national centre for information relating to occupational health and safety.

CCOHS offers a person to person inquiry service, electronic newsletters, database subscriptions, manuals and training programs. Additionally CCOHS has been working to address the needs of young workers by developing Youth Zone, with specific information and resources for young workers, employers and parents. For more information on CCOHS please go to: <http://www.ccohs.ca/ccohs.html>

Human Resources and Social Development Canada (HRSDC) – Labour Program

The Labour Program of HRSDC has a section on workplace health and safety that provides links to health and safety publications, legislation and regulations. For more information please go to: http://www.hrsdc.gc.ca/eng/labour/workplace_health/index.shtml

National Organizations and Groups

National Quality Institute (NQI)

The National Quality Institute (NQI) was founded in 1992 by Industry Canada. It is an independent, not-for-profit, organization that is committed to advancing organizational excellence across Canada. Since its inception, the National Quality Institute has helped thousands of Canadian organizations across many sectors. As Canada's national authority on Quality and Healthy Workplace® practices, the National Quality Institute has created a uniquely Canadian model, providing measurable standards for all Canadian organizations.

NQI assists Canadian organizations to improve performance around creating healthy workplaces by providing:

- A principle-driven, criteria-based way to implement organizational excellence
- Progressive Excellence Programs (NQI PEP®)

- National recognition through the Canada Awards for Excellence
- Coordination of Healthy Workplace Month (October) – <http://www.healthyworkplacemonth.ca/>
- Training and assessment services
- Membership services
- Advisory services.

For more information on the National Quality Institute please go to: <http://www.nqi.ca/>

Canadian Council for Health and Active Living at Work (CCHALW)

The Canadian Council for Health and Active Living at Work (CCHALW) is a volunteer-driven, not-for-profit organization that provides leadership and support to Canadian active living and health-promotion professionals, employees and employers striving to create healthier active workplaces. Project activities undertaken by CCHALW include:

- Updated website with workplace healthy living information and technology, including a database of research, articles, publications, etc.
- Stairway to Health — a web-based tool is designed to increase physical activity and improve overall health in the workplace by helping employees use the stairs more at work instead of depending on elevators and escalators.
- Business Case for Active Living at Work — a unique resource, which highlights research on the benefits of physical activity in and around the workplace. The site shows how this information creates a convincing business case for implementing effective workplace health and wellness programs.
- Amazing Race to Healthy Active Living — a challenge for employers and/or employees to complete 3.5 hours of physical activity each week for 6 weeks while simultaneously expanding their knowledge and experience with a variety of wellness challenges.

For more information on the Canadian Council for Health and Active Living at Work please go to: <http://www.cchalw.ca/english/>

Health Work & Wellness™ Group

The Health Work & Wellness™ group is focused on helping create healthy, high-performing organizations. The Health Work & Wellness™ Group coordinates a national conference each year, coordinates a workplace awards program and provides links to workplace resources. For more information on the please go to: <http://healthworkandwellness.com/>

Canadian Association of Administrators of Labour Legislation

Established in 1938, the Canadian Association of Administrators of Labour Legislation (CAALL) is an association of federal-provincial-territorial departments of labour and heads of occupational safety and health agencies. It provides a continuous forum for federal, provincial and territorial senior officials. Through CAALL, Deputy Ministers, as well as other senior officials, have a means of working together in seeking solutions to similar problems.

The main focus for these exchanges are the spring meeting of CAALL, usually held in May, with the Association's annual meeting being held in September. The site of the annual meeting is rotated among jurisdictions. CAALL also produces a newsletter to communicate activities and opportunities.

CAALL serves as the vehicle for preparations (development of the agenda, background papers and logistics) for federal-provincial-territorial meetings of Ministers responsible for Labour, as well as on the follow-up required on issues as directed by Ministers. Historically, CAALL was a forum for the exchange of information and ideas about labour-related issues with discussions focused primarily on the administration of labour legislation. In recent years, there has been a major shift in the direction of the Association, given changing economies and workplaces both nationally and internationally. While Deputy Ministers continue to value the information exchange aspect of CAALL, discussions at their meetings now focus on:

- identifying similar problems, policies, programs and issues of concern and undertaking joint projects
- working cooperatively on national issues that impact on labour matters; and
- having CAALL committees undertake initiatives, including professional development, on leading edge workplace issues to more effectively use limited resources.

From a Workplace Healthy Living perspective CAALL has two related focuses, work-life balance and healthy workplaces.

Work-life Balance: An *ad hoc* committee on work-life balance was established at the January 2008 meeting of Ministers of Labour to explore how CAALL could support federal, provincial and territorial jurisdictions to address work-life balance issues. In particular, the Committee had the mandate of reviewing the literature on work-life balance workplace practices related to the costs and benefits to employers. The Committee was also to post jurisdictions' work-life balance policies, initiatives and recent projects to the CAALL website. This website provides information on work-life balance, including the CAALL-sponsored report *Cost-Benefit Review of Work-Life Balance Practices* (2009) and links to jurisdictions' websites related to work-life balance.

Healthy Workplaces: On March 17, 2006 a joint statement on healthy workplaces was signed by the Federal-Provincial-Territorial Ministers Responsible for Labour. Among the topics that have been considered are: occupational health and safety matters; psychological harassment at work; work-related stress; the challenges of achieving work-life balance; mental health problems in the workplace; and a holistic approach to wellness and productivity in the workplace. Through this joint statement it was agreed that they would:

- Undertake, within our respective governmental priorities, to work towards promoting an awareness of the relationships between work and health and an understanding of the need for a comprehensive and integrated approach to workplace health through an appropriate mix of activities such as consultation, research, education, information dissemination, as well as through the integration of these ideas into existing policies and priorities.
- Encourage our workplace partners to cooperate in the task of building healthy workplaces by making changes in workplace culture as well as in workplace policies and practices.
- Commit to exchanging research and information on industry best practices and disseminating this information within our own governments.
- Encourage voluntary cooperation on joint projects and collaborative work between governments when appropriate.
- Endorse federal-provincial-territorial collaboration in efforts to harmonize the Workplace Hazardous Material Information System with the system endorsed by the United Nations. It was agreed to discuss this issue further at a future meeting.

CAALL continues to review and support progress toward achieving healthy workplace priorities. For more information on the Canadian Association of Administrators of Labour Legislation please go to: http://www.caall-acalo.org/home_eng.shtml

Workers' Compensation Boards

The Association of Workers Compensation Board of Canada (AWCBC) is a non profit organization established in 1919. As a national resource of information about workers' compensation, the AWCBC assists with the sharing information about Canadian workers compensation boards and commissions including: publications; industry classification; assessments rates; experience rating programs; benefits comparisons; legislation; occupational health, safety and prevention programs; national work injury statistics; statistical summaries; an annual learning symposium; and public forums. The AWCBC is funded by membership dues. For more information please go to: <http://www.awcbc.org/en/>

There are workers' compensation boards in every province and territory with the Association of Workers Compensation Board of Canada (AWCBC) coordinating activities nationally. These boards are independent organizations that manage workers compensation insurance based on legislation (provincial/territorial/federal) and are funded solely through premiums paid by employers.

Workers' compensation compensates injured workers for lost income, health care and other costs related to a work-related injury. Workplaces also benefit from involvement by protecting employers from being sued by employees who suffer injuries in their workplaces.

Any workplace with full or part-time employees must belong to their provincial/territorial worker's compensation board and ensure their staff are registered within 5–10 days of hiring. Failure to do this results in fines or prosecution or both.

Through the workers' compensation boards, employers must pay premiums to support the compensation system, submit an annual employer payroll statement, request clearance when paying any contractor work, provide a safe and healthy workplace, set-up safety and injury prevention programs and keep in contact with injured workers. However, other than the annual employer payroll statement, submission of premiums and filing of any claims there is no additional reporting required related to providing a safe and healthy workplace. Safety prevention and health promotion is encouraged but not enforced.

Regarding claims there are strict guidelines which must be followed by management, the employee and medical practitioners in accordance with the terms outlined from each of the workers compensation boards. Failure to follow these regulations results in fines and penalties for each of the deficient parties involved.

Provincial and Territorial Initiatives

Some provinces and territories are taking proactive steps to increase health and wellness opportunities in the workplace. For example the *Council of Atlantic Premiers*, have recently met and are actively endorsing programs which would implement tobacco cessation initiatives at the workplace. They have also embraced the "healthy meeting" concept; aimed at promoting green practices at the workplace, including choosing healthy food options during meetings, incorporating stretch breaks or walking meetings when possible, "going green" by using paper instead of plastic, ensuring the meeting environment is comfortable, etc. Several not-for-profit groups are also looking at how they can engage workplaces in the healthy active living movement including Saskatchewan and Manitoba in Motion to name just two.

There is considerable activity taking place across the country within the different jurisdictions and the following section provides an overview of the specific things happening in each province and territory. Please note that the information contained in this section was gathered from website research and the posing of questions contained in Appendix A of this report.

Alberta

Government Programs and Services

http://alberta.ca/home/programs_services.cfm

Workplaces in Alberta are not legislated nor are there any policies in place to submit a health and wellness report. However it was noted, that some individual workplaces are choosing at creating healthier workplaces through individual programs and initiatives.

Workplace Health and Safety Alberta Employment and Immigration

<http://employment.alberta.ca/cps/rde/xchg/hre/hs.xsl/53.html>

Employers, employees and unions work together better by offering workshops and facilitation services to help them address workplace issues, build stronger workplace relationships, and create and enhance safe and sustainable workplaces. The purpose of the Workplace Effectiveness (WE) program is to provide advice, facilitation and education to employers, employees and unions in Alberta. WE program facilitators work with organizations and union representatives to explore ways to improve workplace relationships and help employers, employees and unions effectively use problem-solving skills and techniques to help avoid problems.

Occupational Health and Safety Council (OHSC)

<http://employment.alberta.ca/cps/rde/xchg/hre/hs.xsl/6446.html>

OHSC is an administrative body that performs an advisory function in accordance with the power and authority specified under the Occupational Health and Safety Act. OHSC recognized 697 Alberta employers with exceptional records in workplace health and safety in 2007.

Alberta Center for Active Living

<http://www.centre4activeliving.ca/keyword.cgi?k=surveys>

The Alberta Centre for Active Living is a key advocate of physical activity and physical activity expertise and a primary source of research and education on physical activity for practitioners, organizations and decision-makers. The Centre's mandate is to improve the health and quality of life for all people through physical activity. As part of their website there is a section on healthy active living in the workplace with tools for employers and employees.

Premier's Award for Healthy Workplaces

<http://www.healthyalberta.com/AboutHealthyU/263.htm>

As part of the Healthy U @ Work initiative, Alberta employers are recognized for their commitment to improving the health of their employees. The award is designed to recognize employers that provide strategies, initiatives, policies and/or programs that promote support and enhance a healthy workplace and the efforts of workers to remain healthy at work and beyond. The initiatives must include (but are not limited to) both physical activity or active living and health eating components that are part of Healthy U @ Work.

Health Work Action Plan (HWAP)

<http://www.health.alberta.ca/documents/Workforce-Action-Plan-2007-HL.pdf>

HWAP is a nine year government plan to promote systemic change in Alberta's health system and to support the health sector in addressing immediate and future workforce needs. There are a number of strategies in place including: recruiting a healthy workforce and retaining an existing healthy workforce.

The Workers' Compensation Board

<http://www.wcb.ab.ca/>

WCB is an independent organization that manages workers' compensation insurance based on legislation. WCB-Alberta is not a provincial government department or crown corporation. The organization is employer funded to provide cost-effective disability and liability insurance. Workers' compensation compensates injured workers for lost income, health care and other costs related to a work-related injury.

British Columbia

Provincial Government – Ministry of Healthy Living and Sports

<http://www.gov.bc.ca/hls/index.html>

Workplaces in BC are not legislated nor are there any policies in place to submit a health and wellness report. Individual workplaces offer healthier workplaces through individual programs and initiatives.

BC Healthy Living Alliance (BCHLA)

<http://www.bchealthyiving.ca/>

Formed in February 2003, the BCHLA is a group of organizations that have come together with a mission to improve the health of British Columbians through leadership that enhances collaborative action to promote physical activity, healthy eating and living smoke-free. Collectively, BCHLA members capture the attention of over 40,000 volunteers, 4,300 health and recreation professionals, and 184 local governments across British Columbia.

Healthy Workplaces

http://www.actnowbc.ca/EN/healthy_living_tip_sheets/healthy_workplaces/

The competing demands of work, family and/or personal responsibilities often mean less time or energy for health prevention behaviours like physical activity. These pressures often lead to other physical and emotional health issues such as unhealthy eating, tobacco use and substance misuses. A healthy workplace environment can enhance the health and well-being of employees and benefit the community as a whole. The Healthy Workplaces website has information and tools on planning healthy meetings, tobacco cessation, healthy eating and the importance of taking the stairs.

Health Strategies in BC

<http://www.bchealthyliving.ca/taxonomy/term/73>

Health Strategies in BC brings together the latest educational tools and information for promoting learning and achievement in early childhood, grade school, post-secondary education, and the world of work. On the website there is information on: ergonomics, food safety, tobacco cessation and women's services. All of these initiatives were developed in an effort to educate and provide tools and resources to citizens in BC.

British Columbia Employment Standards Branch

Ministry of Labour and Citizens' Services

<http://www.labour.gov.bc.ca/esb/>

The British Columbia Employment Standards Act provides job protected leave for matters related to work-life balance. The Employment Standards Act sets out the minimum standards that apply in most workplaces in British Columbia. The Employment Standards Branch of the Ministry of Labour and Citizens' Services administers the Act that applies to all non-union employees who fall under provincial jurisdiction, including temporary foreign workers.

WorkSafeBC

http://www.worksafebc.com/contact_us/regional_locations/default.asp

WORKSAFEBC is dedicated to promoting workplace health and safety for the workers and employers of BC. They consult with and educate employers and workers and monitor compliance with the Occupational Health and Safety Regulation. In the event of work-related injuries or diseases, WorkSafeBC works with the affected parties to provide return-to-work rehabilitation, compensation, health care benefits, and a range of other services.

Manitoba

Provincial Government

<http://www.gov.mb.ca/government/deptlist.html>

Workplaces in Manitoba are not legislated nor are there any policies in place to submit a health and wellness report. However it was noted, that some individual workplaces are choosing at creating healthier workplaces through individual programs and initiatives.

Workplace Safety and Health Division

<http://www.gov.mb.ca/labour/safety/>

The Workplace Safety and Health Division, administers seven acts and associated regulations dealing with: the health and safety of workers; protection of the public from unsafe mechanical and electrical equipment and fuel-burning appliances in buildings; and the licensing of tradespersons in the Province. The Division emphasizes a preventive focus to eliminate workplace and public hazards through education, training, working with employers and employees, and inspections and investigations.

Manitoba Healthy Living

<http://www.gov.mb.ca/healthyliving/>

Healthy Living is a strategy about making healthy choices every day; healthy choices that keep us fit physically, mentally and spiritually. Their website provides information of health eating, tobacco cessation, active living and stress reduction.

Manitoba in Motion – Workplaces in Motion

<http://www.manitobainmotion.ca/>

In motion is a provincial strategy to help all Manitobans make physical activity part of their daily lives for health and enjoyment. Through the Workplaces in Motion program workplaces can register to become a Workplace in Motion and received tips and ideas on how to be more active in the workplace.

Workers Compensation Board of Manitoba

<http://www.wcb.mb.ca/>

The workers compensation system is an injury and disability insurance system for workers and employers, paid for by employers. The Workers Compensation Board of Manitoba was founded in 1916 with the passing of the Workers Compensation Act and officially opened in 1917. The program is the result of a Canadian compromise struck in the early twentieth century and maintained to this day – injured workers gave up the right to sue their employers in exchange for guaranteed no-fault benefits in the event of a work related injury or illness, and employers agreed to pay for the system, in exchange for protection against lawsuits.

New Brunswick

Provincial Government – Labour and employment board – Health Safety and wellness

<http://www.gnb.ca/index-e.asp>

The provincial government does not require any health and wellness reporting from workplaces. However, individual workplaces made their own reporting choices whether or not to implement any health and wellness programs.

NB Wellness Strategy

<http://www.gnb.ca/0131/wellness-e.asp>

The Wellness Strategy was introduced in 2006 to promote better connections and provide support to facilitate further action. The wellness strategy focuses on four interrelated goals or pillars: Increase Healthy Eating; Mental Fitness & Resilience; Tobacco Free Living; Physical Activity.

WorkSafeNB

http://www.worksafenb.ca/index_e.asp

WorkSafeNB is a Crown corporation charged with overseeing the implementation and application of the New Brunswick Occupational Health and Safety Act, the Workers' Compensation Act of New Brunswick, and the Workplace Health, Safety and Compensation Commission Act of New Brunswick on behalf of the workers and employers of this province. WorkSafeNB administers no-fault workplace accident and disability insurance and comprehensive accident prevention health and safety initiatives for employers and their workers, funded solely through premiums paid by employers. To their knowledge no reporting mechanism exists in NB to discuss health and wellness issues at work.

Newfoundland

Provincial Government – Health and Community Services – Health Promotion and Wellness

<http://www.gov.nl.ca/>

There is no reporting mechanism in place which asks workplaces to submit a report on health and wellness issues. However the Atlantic Council of Atlantic Premiers have recently endorsed two workplace wellness programs: Smoking cessation strategies; and Healthy meetings, which promote green practices (health foods, paper not plastic, health work environment, go green initiatives, stretch breaks, etc.) a full report should be released in May 2009.

Occupational Health and Safety

<http://www.gs.gov.nl.ca/ohs/>

The Occupational Health and Safety's mandate is to maintain and improve health and safety standards in the workplace through the administration of: The Occupational Health and Safety Act and Regulations; The Mines Safety of Workers Regulations; The Radiation Health and Safety Act and Regulations; and, other Associated Regulations, Codes of Practice and specified standards. OSH Links is an extensive resource that can be used to find primarily Canadian websites that cover occupational health and safety subjects. It compiles resources in one place. The criterion for inclusion in OSH Links is the identification of websites that provide credible and high-quality occupational health and safety information.

Newfoundland and Labrador Heart Health Program (NLHHP)

<http://www.infonet.st-johns.nf.ca/providers/nhhp/>

The Newfoundland and Labrador Heart Health Program (NLHHP) has a community based health promotion initiative aimed at improving health and reducing the rate of heart disease in the province. It focuses on healthy eating, active living and being smoke-free. The program, jointly funded by Health Canada and the provincial Department of Health and Community Services, was officially launched in May, 1990. It started as a demonstration project and is now spreading successful activities throughout the province.

Safety Services Newfoundland Labrador

<http://www.safetycouncil.net/>

Safety Services Newfoundland and Labrador is a voluntary non-profit, non-governmental organization dedicated to the prevention of injuries and fatalities. Safety Services Newfoundland Labrador is an organization representing all the major sectors of the province's industry, business, government departments, volunteer organizations and many individuals who have a personal interest in safety, both on and off the job. Their main objective is to prevent injuries and fatalities from happening no matter what the cause. Their second objective is to reduce the consequences and effects of those that do occur. As well, they offer courses in safety prevention and host of different safety resources.

The Workplace Health, Safety and Compensation Commission of Newfoundland & Labrador (WHSCC)

<http://www.whscc.nf.ca/>

Serving over 16,000 employers and approximately 12,000 injured workers, the WHSCC is an employer-funded no fault insurance system that promotes safe and healthy workplaces, provides return-to-work programs and fair compensation to injured workers and their dependants. The vision of the Commission is of safe and healthy workplaces within a viable and sustainable insurance system which reduces the impact of workplace injuries by providing the highest level of service to workers and employers.

Northwest Territories

NWT Government – Community Wellness Program – Public Health Agency, Northern Region

<http://www.gov.nt.ca/agendas/health/index.html>

In the Northwest Territories and Nunavut the WSCC is governed by a seven person Governance Council. The Governance Council represents the interests of labour, industry, and the public sector. Of these members, one is appointed as the chairperson by the NWT Minister responsible, in collaboration with the NU Minister responsible. Appointments to the Governance Council are formally made by the NWT Minister responsible for the Workers' Compensation Board.

Workplaces in the Northwest Territories are not legislated nor are there any policies in place to submit a health and wellness report. However it was noted, that some individual workplaces are choosing at creating healthier workplaces through individual programs and initiatives.

NWT Workers' Safety and Compensation Commission

<http://www.wcb.nt.ca/>

The Workers' Safety and Compensation Commission (WSCC) administers the Workers' Compensation Acts, the Safety Acts and Regulations, the Mine Health and Safety Acts, and the Explosives Use Acts to protect workers in the Northwest Territories and Nunavut. The WCB is strongly committed to prevention, and is working to improve northern safety cultures through safety education. The WSCC also ensures that workers injured on the job get the compensation they are entitled to. The WSCC has four responsibilities. They are: to promote safe workplaces through education and enforcement; to ensure compensation and pensions are awarded to injured workers or their dependents, and are paid in accor-

dance with entitlement; to assess employers sufficiently and fairly to meet these obligations; and to maintain a balance in providing benefits to injured workers while keeping assessment costs to employers as low as possible.

Nova Scotia

Provincial Government – Health Promotion and Protection

<http://www.gov.ns.ca/>

There are no health and wellness reporting mechanisms in place for workplaces in Nova Scotia and none planned for the near future. Nova Scotia celebrates a National Nutrition Month and this year's theme is "Stay active. Eat like a Champion." This theme combines two important determinants of overall good health – physical activity and healthy eating – and is closely aligned with the work of Health Promotion and Protection (HPP). The Nova Scotia government is also interested in: employment rights, adult learning, apprenticeship training and trade qualification, skill development, public and workplace safety, industry regulation, licensing and pensions.

Occupational Health & Safety Division, Nova Scotia Labour and Workforce Development

<http://www.gov.ns.ca/lwd/ohs/>

The Occupational Health & Safety Division (OH&S) concentrates its efforts on safe and healthy workplaces, work practices and safety standards protecting the general public. The Division seeks to continuously improve the provision of its services focusing on the promotion of the internal responsibility system. The system acknowledges the responsibility of employers and employees for workplace health and safety.

Department of Labour and Workforce Development – Labour Standards Division

<http://www.gov.ns.ca/lwd/employmentrights/>

The Nova Scotia Labour Standards Code provides job protected leave for matters related to work-life balance. In Nova Scotia, the Labour Standards Code and its Regulations set the basis for the employment relationship. They outline benefits such as minimum wage, vacation and holidays, pregnancy/parental leave and others. Both employees and employers have rights and responsibilities under these rules. If either party believes the rules have been broken, a complaint can be filed with the Labour Standards Division.

OSH Links: Nova Scotia

<http://www.ccohs.ca/oshlinks/region/ns.html>

OSH Links is an extensive resource that can be used to find primarily Canadian websites that cover occupational health and safety subjects. It compiles resources in one place. The criterion for inclusion in OSH Links is the identification of websites that provide credible and high-quality occupational health and safety information.

Nova Scotia Workman Compensation Board

http://www.wcb.ns.ca/wcbns/index_e.aspx?ArticleID=715

Funded entirely by the employers of Nova Scotia, the WCB provides workplace injury insurance for more than 18,000 employers, representing about 300,000 workers across the province. The WCB sets the standard for workplace injury insurance. They inform and inspire Nova Scotians in the prevention of workplace injury, but if it occurs, they support those whose lives it touches by championing a timely return to safe and healthy work.

Nunavut

Nunavut Government

<http://www.gov.nu.ca>

In the Northwest Territories and Nunavut the WSCC is governed by a seven person Governance Council. The Governance Council represents the interests of labour, industry, and the public sector. Of these members, one is appointed as the chairperson by the NWT Minister responsible, in collaboration with the NU Minister responsible. Appointments to the Governance Council are formally made by the NWT Minister responsible for the Workers' Compensation Board.

Workplaces in Nunavut are not legislated nor are there any policies in place to submit a health and wellness report. They are only obliged to submit a report if injury occurs at the workplace.

Health and Safety – Nunavut Government

<http://www.gov.nu.ca/hr/site/healthsafety.htm>

The Government of Nunavut, as the employer, is committed to providing a safe working environment for all of its employees. The Workers Compensation Board (WCB) under the direction of the Safety Act directs the employer to ensure that Occupational Health and Safety Committees are in place to review local working conditions and make recommendations to the employer.

Nunavut – Occupational Health and Safety

http://www.wcb.nt.ca/your_wcb.html#anchor2

The Workers' Safety and Compensation Commission (WSCC) administers the Workers' Compensation Acts, the Safety Acts and Regulations, the Mine Health and Safety Acts, and the Explosives Use Acts to protect workers in the Northwest Territories and Nunavut. The WCB is strongly committed to prevention, and is working to improve northern safety cultures through safety education. The WSCC also ensures that workers injured on the job get the compensation they are entitled to.

Ontario

Provincial Government – Ministry of Labour

<http://www.labour.gov.on.ca/english/hs/>

Workplaces in Ontario are not legislated nor are there any policies in place to submit a health and wellness report. However it was noted, that some individual workplaces are choosing to create healthier workplaces through individual programs and initiatives.

Provincial Government – ACTIVE2010

<http://www.active2010.ca/index.cfm?fa=english.homepage>

ACTIVE2010 is a comprehensive strategy to increase participation in sport and physical activity throughout Ontario. It is linked to the Canadian Sport Policy and the recently announced National Healthy Living Strategy, with the committed goals of: creating opportunities for Ontarians to become involved in quality sport activities; enhancing opportunities for Ontarians to participate in daily physical activity; and, increasing the number of Ontarians who value and believe participation in sport and physical activity is an integral and essential part of life in Ontario. Funding is available for local projects through this strategy.

Ontario Action Plan for Healthy Active Living

<http://www.mhp.gov.on.ca/english/health/HEAL/default.asp>

Ontario Action Plan for Healthy Active Living is helping Ontarians to be more physically active through local Public Health Units. Ontario supports a number of mandatory programs as well as 36 Ontario Heart Health community partnerships, which run comprehensive programs to reduce the risk of heart disease and other chronic conditions.

The Occupational Health Clinics for Ontario Workers (OHCOW)

<http://www.ohcow.on.ca/>

OHCOW is a provincial pro-active team of health professionals committed to promoting the highest degree of physical, mental and social well being for workers and their communities including workplaces. At five clinics in Ontario a team of nurses, hygienists, ergonomists and physicians see patients and identify work-related illness and injuries, promote awareness of health and safety issues, and develop prevention strategies.

Healthy Options at Work (HOW)

<http://www.toronto.ca/healthoptionsatwork/awards.htm>

The Health Options at Work (HOW) team assists and supports workplaces in becoming healthier and more productive. The goal is to create healthy workplaces where all employees enjoy the highest level of health and well-being. HOW offers free services, support and assistance to those who influence employee health and wellness in Toronto workplaces.

Wellness Works

<http://www.lambtonhealth.on.ca/workplace/WorkplaceA.asp>

Wellness Works goal is to improve the health of all people in Lambton County. Through their website they offer tools and resources for employees and employers as well as present awards to recognize leadership in the area of workplace wellness.

Windsor and Essex County Health Unit Bike Friendly Workplace Awards

<http://www.wehealthunit.org/healthy-living/physical-activity/bike-friendly-workplace/bike-friendly-workplace-awards>

The Windsor and Essex County Health Unit has developed a bike friendly workplace award for workplaces in Windsor and Essex County that support employees to commute to work by bicycle. This is promoted as an excellent way for a workplace to gain recognition and media attention for their efforts.

Workplace Safety and Insurance Board (WSIB)

<http://www.wsib.on.ca/wsib/wsibsite.nsf/public/about>

WSIB promotes workplace health and safety, and provides a workers' compensation system for the employers and workers of Ontario. There is extensive information available about prevention, forms, health issues, return to work programs, and links to other health and safety organizations. The WSIB has a vital role to play in making a positive difference in the working lives of the people of Ontario. The mission of the WSIB is to lead, prevent and preserve. The WSIB values and respects the contribution of its employees and commits to ensuring their professional development, health, safety and wellness. Their vision is the elimination of all workplace fatalities, injuries, and illnesses

Prince Edward Island

Provincial Government – Communities Cultural Affairs and Labour – Labour and industrial relations

<http://www.gov.pe.ca/index.php3/>

Workplaces in Prince Edward Island are not legislated nor are there any policies in place to submit a health and wellness report. However it was noted, that some individual workplaces are choosing at creating healthier workplaces through individual programs and initiatives.

PEI Active Workplace

<http://www.peiactiveliving.com/site/index.aspx>

PEI Active workplace is committed to work towards increasing physical activity levels by its employees through a combination of education and awareness, improved access to physical activity opportunities, development of policies and procedures that support an employee's choice to be physically active, and a commitment from all levels of management to integrate physical activity into the overall business plan.

Occupational health and wellness

<http://www.wcb.pe.ca/index.php3?number=60187&lang=E>

The mandate of the Occupational Health and Safety (OHS) Division of the Workers Compensation Board is to promote the development of healthy and safe workplaces. This is accomplished through education and enforcement of the Occupational Health and Safety Act and Regulations.

PEI Workman Compensation Board

<http://www.wcb.pe.ca/>

WCB exists to promote safe workplaces and to protect employers and injured workers through a sustainable accident insurance program.

Quebec

Provincial Government – Labour – Standards in Quebec – Acts and regulations Commission des normes au travail

Workplaces in Quebec are not legislated nor are there any policies in place to submit a health and wellness report; however it was noted, that some individual workplaces are choosing to create healthier workplaces through individual programs and initiatives.

Quebec – Occupational Health and Safety

<http://canadabusiness.gc.ca/gol/bsa/site.nsf/en/su07228.html>

The mandate of the Occupational Health and Safety (OHS) Division of the Workers Compensation Board is to promote the development of healthy and safe workplaces. This is accomplished through education and enforcement of the Occupational Health and Safety Act and Regulations.

Normalisation du Québec

<http://www.csst.qc.ca/portail/fr/>

The “Bureau de normalisation du Québec”, offers a number workplace certification programs, which deal with Occupational Health and Safety Standards. Workplaces can choose to complete these certification programs, but are not mandated by the government. These certification programs cover topics such as: prevention and inspection; elimination of safety hazards; health and safety promotion; and, compensation and readjustment.

Safe Workplaces: The Right to a Safe and Healthy Workplace

<http://www.workrights.ca/content.php?doc=158>

Regulations respecting workers’ right to a safe and healthy workplace address only certain workplace hazards. Not all workplace hazards are regulated, and in the various jurisdictions, hazards are regulated differently. This website provides a sample of common workplace hazards and the regulations meant to

limit or eliminate those hazards. Here you can also compare the regulations in Québec with regulations in the other provinces and territories.

Ministère du Travail du Québec – Work–Life Balance

<http://www.travail.gouv.qc.ca/innovations/resourceshumaines/conciliationtravailfamille/.html>

Human resource managers have shown an interest in developing measures to address work-life balance through workplace activities. This organization is starting to offer a number of programs and initiatives to help address this growing issue.

Commission de la santé et de la sécurité du travail du Québec (Occupational Health and Safety Commission)

<http://www.csst.qc.ca/portail/fr/>

The Occupational Health and Safety Commission (CSST) is an organization mandated by the Government of Quebec that is responsible for administering safe and healthy standards in the province. Specifically the CSST oversees health and safety issues at work, educating on the removal of potential hazards and safety risks.

Saskatchewan

Occupational Health and Safety Division

Saskatchewan Ministry of Advanced Education, Employment and Labour

<http://www.labour.gov.sk.ca/>

Workplaces in Saskatchewan are not legislated nor are there any policies in place to submit a health and wellness report. In Saskatchewan, there is some emphasis on educating the public on the benefits of health and wellness, but nothing further.

Saskatchewan in Motion

<http://www.saskatchewaninmotion.ca/>

Saskatchewan in Motion is committed to providing workplace leaders with access to tools and resources to assist in creating supportive environments for employees to make the choice to be physically active. When workplaces join the movement, they provide the In Motion workplace leader with:

- Access to the Saskatchewan in Motion website's Leaders Section — a link to the latest tools and resources available to support and enhance your physical activity initiative.
- In Motion e-briefs with up to date current, new and upcoming events related to physical activity
- Promotion and recognition of the workplace's in motion initiatives.
- Regular updates containing information about how to participate in the Saskatchewan in Motion physical activity movement including in motion workplace challenges and other special events.
- Notices and invitations to various workshops and seminars about creating environments that support physical activity as part of a healthy workday.

- Access to a website leaders' network that provides the opportunity to ask and answer questions related to workplace physical activity initiatives.
- Ideas, examples of best practices, and more.

Work and Family Unit, Career and Employment Services
Saskatchewan Ministry of Advanced Education, Employment and Labour

www.workandfamilybalance.com

The Work and Family Unit website contains information and links to news and events, research, publications, Saskatchewan community partnership groups, and the 2005 and 2008 Saskatchewan Work and Family Balance Awards and Awards Winners.

Saskatchewan's Workman's Compensation Board

<http://www.wcsask.com/>

Workers' compensation is a no-fault system that protects employers and workers against the result of work injuries. The system has brought stability to the Saskatchewan workplace for almost 80 years, providing coverage at a competitive cost and protecting workers and employers against the risks and uncertainties of litigation.

Yukon

Yukon Government – Health and Social Services – Labour Services

<http://www.gov.yk.ca/>

Indicated that workplaces must submit reports if injury occurs at the workplace, but do not have to report any health and wellness issues.

Yukon Workers' Compensation, Health and Safety Board
Occupational Health and Safety Branch

<http://www.wcb.yk.ca/Default.aspx>

The YWCHSB works in partnership to ensure safety and health practices while providing care and compensation for injured workers. Yukon employers have implemented appropriate safety management programs. The Board continues to be fully funded and ensures employers enjoy the lowest assessment rates in Canada. The Board is welcomed in full partnership with all stakeholders — injured workers, employers, workers, the health care community, and legislators. The Board has adopted a "best practices" approach in all program areas, resulting in a high level of stakeholder satisfaction. All partners are focused on wellness; safety and health are an essential part of the Yukon workplace culture.

Summary of Provincial/Territorial Research

- 1. What health and wellness reporting are workplaces required to do? (e.g., send in a report every quarter? For injury reporting, injury prevention, healthy eating policies? etc.*
 - None of the provinces/territories require workplaces to submit health and wellness reports.
 - Informal reports can be completed internally in individual workplaces, but they are not legislated to do so.
 - Some workplaces have a set of standards which are at times developed with help from various safety prevention agencies such as:
 - Industrial Accident Prevention Association (IAPA)
 - Construction Safety Association of Canada
 - Provincial Service Safety Alliance
 - In all of the province/territory employers must submit a report if a physical “critical injury” occurs, (an example of non critical injury, would be a physical injury, but one that does not require medical assistance) within 48 hours of the injury.
 - At times a full workplace inspection occurs when all reports (critical or and non critical) must be accounted for. Full inspections tend to only occur when complaints are received.
- 2. Are there different reporting requirements for different industries? For workplaces of different sizes (2–10 employees vs. 500+)*
 - Since workplaces are not obliged to complete any type of health and wellness reporting different reporting requirements were not identified for different industries.
 - If any reporting is required it up to the individual workplace to establish the guidelines, which are at times based on individual standards established in each individual workplace. These standards tend to focus on safety prevention and are developed with the assistance of safety prevention agencies/organizations.
- 3. Are there any provincial/territorial policies or programs related to workplace health and wellness that companies must comply with? What are they? Who needs to abide by them?*
 - Each workplace is responsible for the development of their own workplace health and wellness policies or programs. None are imposed.
 - However, many had tobacco cessation policies which enforced smoke free buildings and rules which governed where employees were permitted to smoke.
- 4. In this province/territory, what health and wellness activities qualify as part of the reporting? Is it an open list or more specific?*
 - Activities are established by each individual workplace and not imposed by federal, provincial or territorial legislation.

5. *How are workplaces supported provincially/territorially to do health and wellness reporting or training?*
- The province or territory does not provide support or train workplaces to complete any reports since no reporting is required.
 - Should employers want to train their employees, it is at their own cost and discretion. Quebec does offer training programs but not specific to reporting or health and wellness.
6. *What are the ramifications if workplaces do not comply with the reporting requirements?*
- There are no ramifications for not completing health and wellness reporting requirements since none are required.
 - Should a workplace neglect to complete or delay to completing a “critical injury” report to their workers’ compensation board, the employer could be brought up on charges and prosecuted. For non-critical issues, there are no ramifications.
7. *Are there any changes expected in the coming years?*
- When asked if any changes were expected in the coming years, the majority of the provinces and territories indicated that the need for this would have to come from some other agency or group as there was no push for it within their jurisdiction. For some groups they were aware of discussions happening at a Ministerial level but nothing had come to them yet.
8. *Are there any provincial/territorial strategies moving in that direction? Should there be some kind of mandated activity or reporting? Are they working toward that?*
- Since they were not the policy makers in their province/territory they felt it was difficult to predict the future. As far as they were concerned there were no changes planned, or any expected in the near future.

Conclusions

Consistently across Canada all the provinces and territories are required to report injuries and register their workers for some kind of workplace compensation program which protects both the worker and the employer. Health and safety is part of the mandate of workers' compensation boards however the major focus of activities is on injuries and reporting. Although workplace wellness is encouraged, very little effort, either through training or education is provided to employers or employees through these organizations and workplaces are not mandated to provide healthy opportunities for their workers. Some workplaces take the initiative themselves based on their own interest or because of requests from employees, but this is not because they were mandated to do so.

In looking at the government, similar practices occur. Government departments in every province and territory encourage healthy practices in workplaces but do not mandate or enforce activities. However, some governments have recently recognized the importance of the work-life balance and creating more healthy workplaces. The fact that the federal/provincial/territorial Ministers of Labour have started to work together on this issue is very promising as long as what is developed is an incentive for workplaces and not another reporting burden. In addition to government departments that are responsible for labour, many provinces and territories have healthy living or health promotion ministries that promote healthy active living in the workplace or to the general population. It is important that these two ministries (Labour and Health) partner to make sure initiatives designed to promote healthy active living in the workplace take into consideration both perspectives.

Nationally, provincially and territorially there is considerable emphasis happening on increasing healthy living for the entire population. Workplace is one very important setting to be considered. When looking at settings, planners need to remember that a one size fits all approach will not work and that targeted efforts to reach different industry sectors is needed (e.g. what works for the construction sector may not work for the education sector). There are a number of organizations currently doing very good work in these areas and needs to be continued or even expanded to ensure a variety of tools, resources and supports are developed that meets the needs of Canadian employers and employees.

Although there is currently no specific workplace health and wellness reporting taking place, the 'health and safety' mandate of workers' compensation boards and government agencies provides an opportunity to build the current safety prevention focus. Developing creative ways to encourage workplaces to develop healthy living practices and policies within current legislation, acts and jurisdictions is something that could be explored further. The key will be to ensure whatever is developed is something workplaces want and understand. Additional efforts to examine and test strategies that involve all key stakeholders and build on what is currently in place will be an important next step for advancing sustainable workplace healthy living activities in Canada.

Appendix A

Provincial/Territorial Workplace Health and Wellness Activities and Reporting Requirements Interview Questions

What health and wellness reporting are workplaces required to do? (e.g., send in a report every quarter? For injury reporting, injury prevention, healthy eating policies? etc.

Are there different reporting requirements for different industries? For workplaces of different sizes (2–10 employees vs. 500+).

Are there any provincial/territorial policies or programs related to workplace health and wellness that companies must comply with? What are they? Who needs to abide by them?

In this province/territory, what health and wellness activities qualify as part of the reporting? Is it an open list or more specific?

How are workplaces supported provincially/territorially to do health and wellness reporting or training?

What are the ramifications if workplaces do not comply with the reporting requirements?

Are there any changes expected in the coming years?

Are there any provincial/territorial strategies moving in that direction? Should there be some kind of mandated activity or reporting? Are you working toward that?