



Guidelines for Joint Health & Safety Committees

The Joint Health & Safety Committee (JHSC) is an advisory committee that helps to raise awareness of health and safety issues in the workplace; recognizes and identifies workplace risks; and develops recommendations for the employer to address these risks.

Workplaces that must have a JHSC

Number of workers	Legislative requirement
1-5	You are not required to have a JHSC or a health and safety representative unless a designated substance regulation applies to your workplace.
6-19	You are required to have one health and safety representative who is selected by the workers they represent. If a designated substance regulation applies to your workplace, you are required to have a JHSC.
20-49	You are required to have a JHSC. The committee must have at least two (2) members.
50+	You are required to have a JHSC. The committee must have at least four (4) members.

Workplaces that require committees include:

- any workplace that regularly employs 20 or more workers.
- construction projects on which 20 or more workers are regularly employed and expected to last three months or more.
- any workplace (other than specified construction projects) to which a designated substances regulation applies, even if there are fewer than 20 workers regularly employed in the workplace.
- any workplace where a Director's order has been issued under section 33 of the Act, even if there are fewer than 20 workers regularly employed in the workplace.
- any workplace or construction project in respect of which the Minister of Labour has ordered the employer or constructor to establish a committee.
- farming operations at which 20 or more workers are regularly employed and have duties related to mushroom, greenhouse, dairy, hog, cattle or poultry farming.

Members of a joint health and safety committee

- In workplaces in which fewer than 50 workers are regularly employed, the Act requires the committee to have a minimum of two (2) members.
- Where there are 50 or more workers regularly employed, the committee must have at least four (4) members or any other number prescribed in regulation.
- In workplaces where the number of workers regularly exceeds five but no JHSC is required (e.g., because there are fewer than 20 workers) the workers must select, from among themselves, one person to be a **health and safety representative**.

How are committee members selected?

At least half the committee members must be worker members, (specifically workers who do not exercise managerial functions) at the workplace, who are selected by the workers. In a unionized workplace, the worker members must be chosen by the trade union or unions.

Names and work locations of the members shall be posted in the workplace by the employer or constructor.

Special training or certification

At least two members of the committee (one representing workers and one representing persons who exercise managerial functions) be certified.

In order to be certified, they must complete the Parts 1 and 2 of [mandatory training](#): Basic Certification and Workplace-Specific Hazard Training. Refresher training is required every three (3) years to maintain certification. A certified member may request a one-time exemption from Refresher Training if he or she is an active member (i.e., engaged as a member of the workplace JHSC within the past twelve months).

[Part One, Basic Certification](#) provides an overall knowledge of health and safety that applies to all workplaces.

[Part Two, Workplace-Specific Hazard Training](#) focuses on significant hazards in the workplace. Employers are required to select a minimum of six (6) hazards relevant to the workplace. It covers RACE methodology (recognize, assess, control, and evaluate) on how to assess those hazards and ways to control and/or eliminate them.

[Refresher training](#) provides a detailed review of Certification Part One & Part Two training. It includes updates to OHS legislation, as well as best practices. It offers content relevant to JHSC members in all industry sectors.

Read more [here](#).