

Health, Safety and Well-being

ANNUAL REPORT

2022

BRIGHTER WORLD



Message from the Executive Director

HEALTH, SAFETY, WELL-BEING & LABOUR RELATIONS



Health, safety, and well-being are of paramount importance in today's world. While McMaster University has always been deeply committed to health and safety programming, infrastructure, and training, the lens through which we view our work in this space has been forever changed by the COVID-19 pandemic.

The pandemic brought terms such as hierarchy of controls, personal protective equipment, job hazard analysis, and preventative measures into the realm of daily conversation across the campus community. In 2022, as the Omicron variant peaked, the conversation broadened in recognition of the impact the pandemic was also having on mental health and well-being. The world events of recent years have layered more trauma on top of the loss and prolonged isolation of the pandemic, and we recognize there is real impact for our people. Through the 2022 year, as our community came Back to Mac with increasing frequency, we understood that health and safety required a focus on psychological well-being as much as it did on physical well-being. We saw heightened levels of illness and workplace accommodation related to mental health and cognitive limitations. During this time, we also saw the growth of incredible partnership and collaboration across the institution, with a united focus on the well-being of our students, staff, and faculty.

We carry that collaborative spirit and shared ownership of health, safety & well-being as we move forward. As the University continues to grow, we need to ensure our programming continues to meet the evolving needs of our community in support of a healthy and safe culture. In this report, you will see a reflection of Health, Safety & Well-being metrics, trends, programs, and outcomes for the 2022 year, as well as a preview of priorities ahead in 2023.

Taking every reasonable precaution to protect our community physically and psychologically, together we promote an inclusive culture of belonging, in which talented people are free to discover, create, and innovate a Brighter World. I look forward to the exciting work ahead!

Maggie Pooran

Executive Director, Health, Safety, Well-being & Labour Relations

TABLE OF CONTENTS:

SECTION 1:

Health and Safety Overview

Health, Safety, & Well-being Infrastructure Overview	3
McMaster Workplace and Environmental Health and Safety Policy	5
McMaster Health and Safety Risk Management System	6

SECTION 2:

2022 Metrics

Incident/Injury Reporting at McMaster	9
Hazard Identification Reporting	9
Workplace Safety and Insurance Board (WSIB) Claims	10
Lost Time Injury Rate and No Lost Time Injury Frequency	10
WSIB Rate Framework	11
Medical Leaves for Non-Work-Related Reasons	12

SECTION 3:

Mental Health and Well-being

The McMaster Okanagan Charter Committee Task Force on Mental Health	15
Workplace Health and Well-being Strategies	16

SECTION 4:

Key Focus and Achievements in 2022

Key Focus and Highlights	17
--------------------------------	----

SECTION 5:

Looking Forward — Priorities for 2023

Key Priorities	19
Comments from University Partners	20
Supplemental Information	20

Health, Safety & Well-being Infrastructure Overview

This report provides an annual reflection on the state of health, safety and well-being at McMaster University.

Human Resources has realigned to create a **Health, Safety, Well-being & Labour Relations** portfolio, with centres of expertise that together *promote and contribute to a healthy and safe community at McMaster University, in which every employee is accepted as a whole-person worthy of belonging, accountable to act in pursuit of institutional priorities, and supported in their overall well-being.*

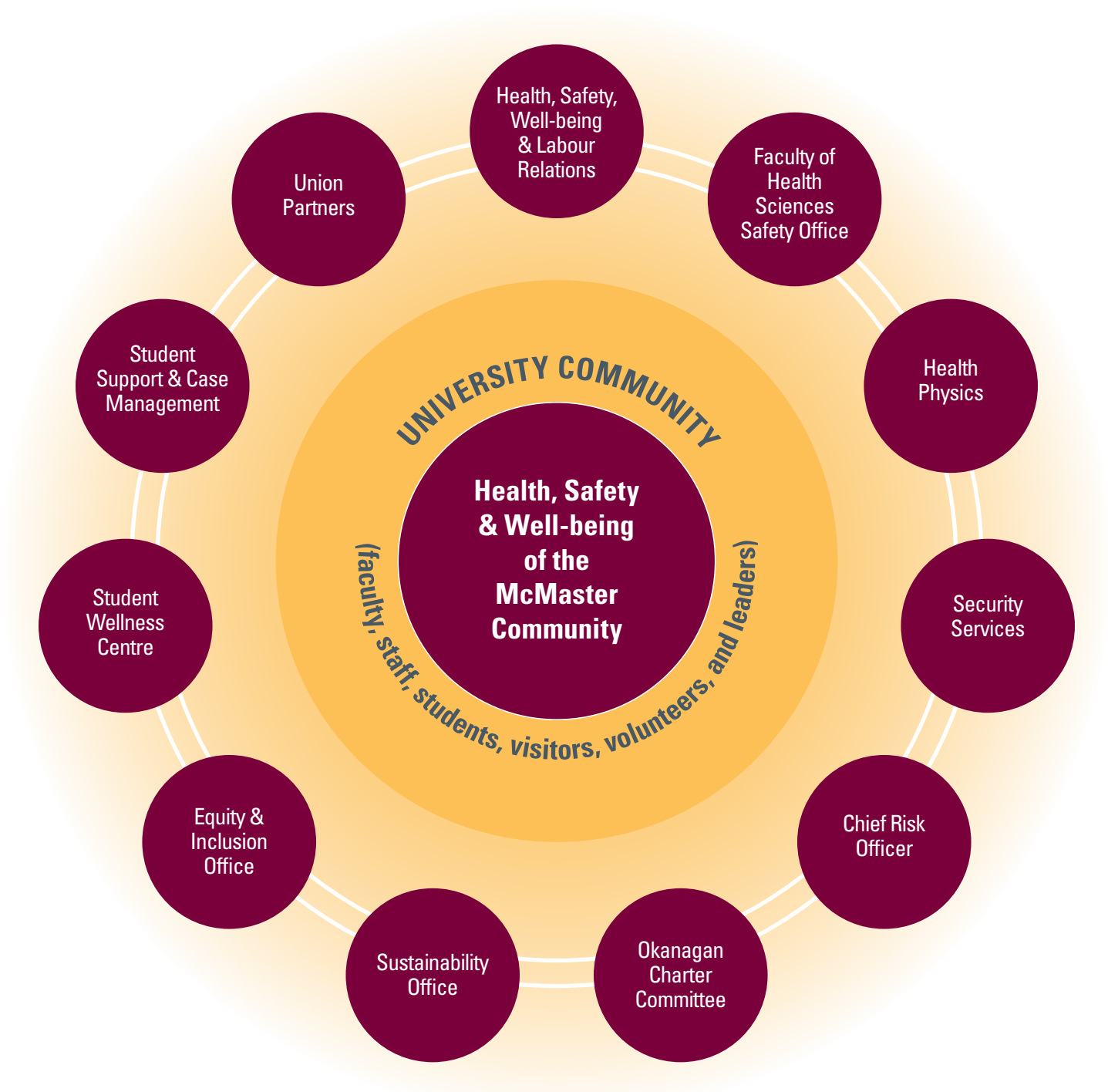
This portfolio includes University Health and Safety (formerly, Environmental & Occupational Health Support Services, or EOHSS), Labour Relations & Dispute Resolution, and a newly formed team focused on Employee Health & Well-being. The Employee Health & Well-being team has two arms – one focused on case management and related support and advice to employees and leaders; and the other focused on workplace strategies and initiatives to enhance health & well-being in the workplace. In the Fall of 2022, a new role of Manager, Workplace Health & Well-being Strategies was introduced, with a focus on strategic planning to enhance psychological health & safety and overall health and well-being in the workplace.

Reporting to Human Resources Services, the Health, Safety, Well-Being and Labour Relations team structure is outlined below:



The Health, Safety, Well-being & Labour Relations portfolio is one of many campus partners that collaborate together to ensure the University is a healthy and safe place to work and study. The chart below illustrates how key experts and campus offices partner together and with the community in support of our collective commitment to health, safety & well-being.

Thank you to all of our partners, leaders, unions, and each and every employee for the important part you play in keeping our community healthy and safe for all.



McMASTER UNIVERSITY WORKPLACE AND ENVIRONMENTAL HEALTH AND SAFETY POLICY

McMaster's Workplace and Environmental Health and Safety Policy guides the activities and priorities relating to health, safety, and well-being.

McMaster University is committed to providing and maintaining healthy, physically and psychologically safe working and learning environments for all workers, students, volunteers and visitors. This is achieved by observing best practices which meet or exceed the standards to comply with legislative requirements as contained in the Ontario Occupational Health and Safety Act (OHSA), Environmental Protection Act, Nuclear Safety and Control Act and other statutes, their regulations, and the policies, programs and procedures established by the University. To support this commitment both McMaster University and its workers, as defined by OHSA, are responsible jointly to implement and maintain an Internal Responsibility System directed at promoting health and safety, preventing incidents involving occupational injuries and illnesses or adverse effects upon the natural environment.

McMaster University is committed to a psychologically healthy and safe working and learning environment in alignment with principles of the National Standard for Psychological Health and Safety in the Workplace.

McMaster University is equally committed to preventing accidents in the workplace. This is achieved by continuous improvement of risk management programs, workplace inspections and health and safety training programs. The University is committed to a fair and consistent approach to early and safe reintegration to the workplace following occupational injuries and illnesses.

The University is responsible for the provision of information, training, equipment and resources to support the Internal Responsibility System to ensure compliance with all relevant statutes, this policy and internal health and safety programs. Managers and Supervisors are accountable for the safety of workers within their area, for compliance with statutory and University requirements, and are required to support Joint Health and Safety Committees. Workers are required to work in compliance with statutory and University requirements, and to report unsafe conditions to their supervisors.

Contractors and subcontractors undertaking to perform work for McMaster University must, as part of their contract, comply with all relevant workplace and environmental health and safety statutes and meet or exceed the University's Workplace & Environmental Health and Safety Program requirements.

In addition to the above stated managerial responsibilities, Deans, Directors, Chairs, Research Supervisors and other Managers are also accountable for the safety and prevention of accidents involving students, volunteers and visitors who work and/or study within their area of jurisdiction. Students are required by University policy to comply with all University health, safety and environmental programs.

Implementation:

The authority and responsibility for the administration of procedures and programs to provide for the implementation of this policy is assigned to the Office of the Vice President, Operations and Finance.

Environmental and Occupational Health Support Services is responsible for facilitating the development, implementation and auditing of the Health and Safety Programs effective under this policy. This is achieved through the implementation of a risk management system that is directed at supporting the Internal Responsibility System through the application of best practices for the management of occupational, environmental, public health and safety related risks.

The Office of the Vice President, Operations and Finance will provide reports to the University Board of Governors concerning the status and effectiveness of the Workplace and Environmental Health and Safety System and any notices of violation issued to the University regarding breaches of workplace health and safety, Workplace Safety and Insurance Act or environmental protection statutes.

McMaster Health and Safety Risk Management System

The key elements of McMaster's Health & Safety Risk Management System are:



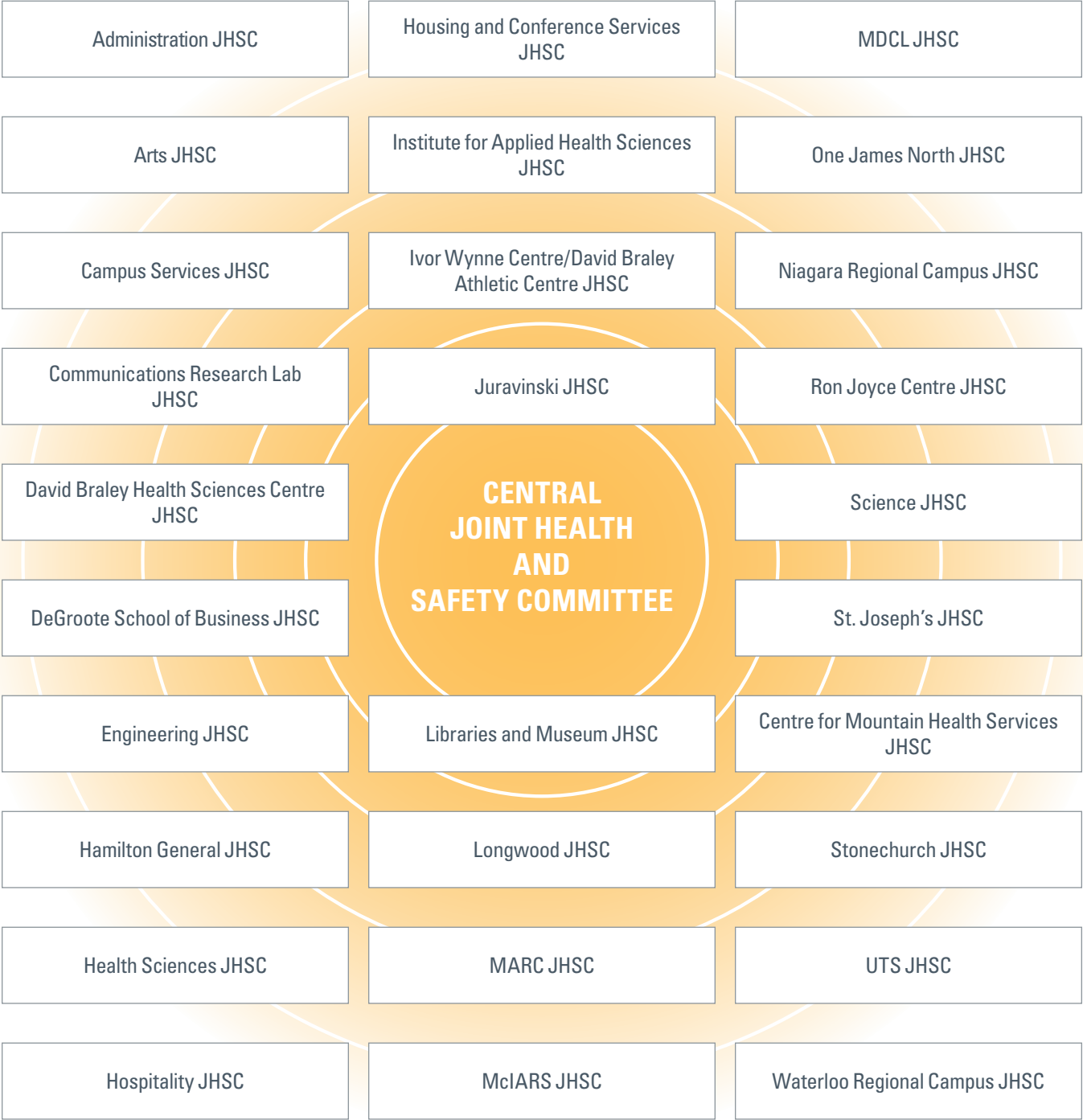
This system, in place since 1999, drives the development and maintenance of the University's Health & Safety Risk Management Manual (RMM). The RMM contains more than 75 individual programs dedicated to identifying areas of risk to provide responsibilities for senior management, supervisors and employees who work with specific hazards.



In 2022, the University established a new Enterprise Risk Management Office and introduced a new role of Chief Risk Officer. The University insurance portfolio transitioned from University Health & Safety to Enterprise Risk Management at the end of 2022.

JOINT HEALTH AND SAFETY COMMITTEE STRUCTURE

The University far exceeds legislative requirements for a single joint worker and manager committee, with **28 Joint Health & Safety Committees (JHSCs)**, which feed into a **Central Joint Health & Safety Committee (CJHSC)**. The CJHSC meets monthly to stay abreast of leading practices and current trends in campus health, safety & well-being, and to actively review injuries and incident reports.



SECTION 2

6,997: COVID-19 **VACCINE CERTIFICATES**
Validated in 2022. (**57,109** in 2021)

3,559: **RAPID ANTIGEN TESTS**
Distributed to McMaster Community

134

Joint Health & Safety Committee (JHSC)
meetings held across 28 JHSC's

2,200

Student Events reviewed and approved
More information found on the **student event** webpage

400+

Employees honoured through Awards &
Recognition programs

HECHMET Chemical Inventory System
7,151 chemicals added by Central Receiving
1,272 chemicals consumed/disposed

333

Flu Vaccines administered to staff and faculty

371

Short Term Disability and **35** Long Term
Disability claims actively managed in 2022

308

INJURY REPORTS for a population of
47,000 + visitors

168

Formal Workplace Accommodations
Approximately **30%** of those were related to cognitive
limitations and restrictions

72,545: Number of **HEALTH AND SAFETY TRAINING SESSIONS**
completed – **2021:** 55,205 | **2020:** 28,302

60

Automated External
Defibrillator (AED)
SaveStations installed

Total Number of
Water Samples
Collected:

255

Total **Lab Audits:**

248

This includes physical, laser,
panic alarm and inspections

Total Number of
Ergonomic
Assessments:

54

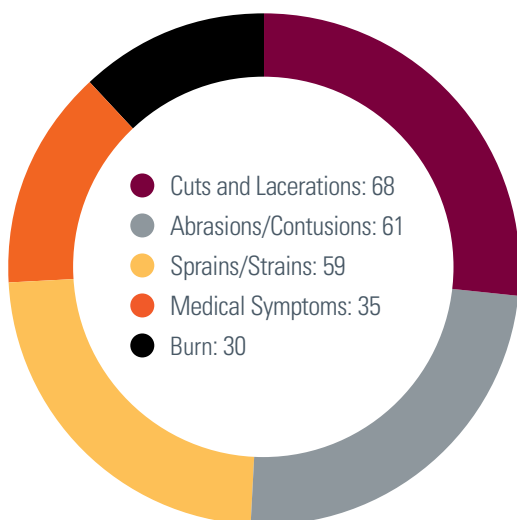
Incident/Injury Reporting at McMaster

This chart outlines all incident types reported to University Health and Safety and the Faculty of Health Sciences Safety Office by category at McMaster between 2017-2022. This data includes staff, faculty, students, volunteers and visitors.

Type of Injury	2017	2018	2019	2020	2021	2022
Abrasion/Contusion	55	63	55	35	28	61
Allergic Reaction	4	4	8	4	1	1
Burn	30	29	16	6	13	30
Cuts & Lacerations	65	55	69	38	29	68
Fracture	6	7	12	2	4	4
Irritation (epidermis, eyes, ears)	11	3	32	11	15	13
Medical Symptoms (faint, fatigue, head, thoracic, abdominal, insect etc.)	23	26	28	16	14	35
Psychological Health and Safety	—	—	—	—	—	14*
Puncture	13	17	20	14	12	23
Sprain/Strain	69	95	110	39	46	59
Total Incidents	276	299	350	165	162	308

*This is an approximate number for 2022, based on the nature of reports received. Psychological Health and Safety incidents have not been formally tracked to date; they will be going forward.

McMaster's Most Frequent Injury Types



This graph illustrates the most frequent types of injuries at McMaster in 2022, across the entire University community.

Hazard Identification Reporting 2022

In 2022, 75 incident reports were received where no injury occurred. The majority of these reports were related to slip, trip, fall hazards, chemical hazards, fire hazards and security risks. Proactive hazard reporting, often referred to as 'near miss' incidents, is a positive sign of a psychologically healthy & safe workplace. Identifying potential hazards before an injury occurs provides the University with an opportunity to make corrections and adjustments to the workplace to protect the community. The data from these reports lead to prevention initiatives, such as the Trips/Falls Audit, which is highlighted later in this report.

75
Hazard Identification
Reports were
filed in 2022

Workplace Safety and Insurance Board (WSIB) Claims

In 2022, 76 workplace incidents were reported to the WSIB. Through the WSIB adjudication process, 54 of those claims were approved and McMaster employees received health care and/or loss of earnings benefits.

The chart below outlines the total claims reported to the WSIB, approved claims, and details relating to lost time claims, for the period 2017-2022.

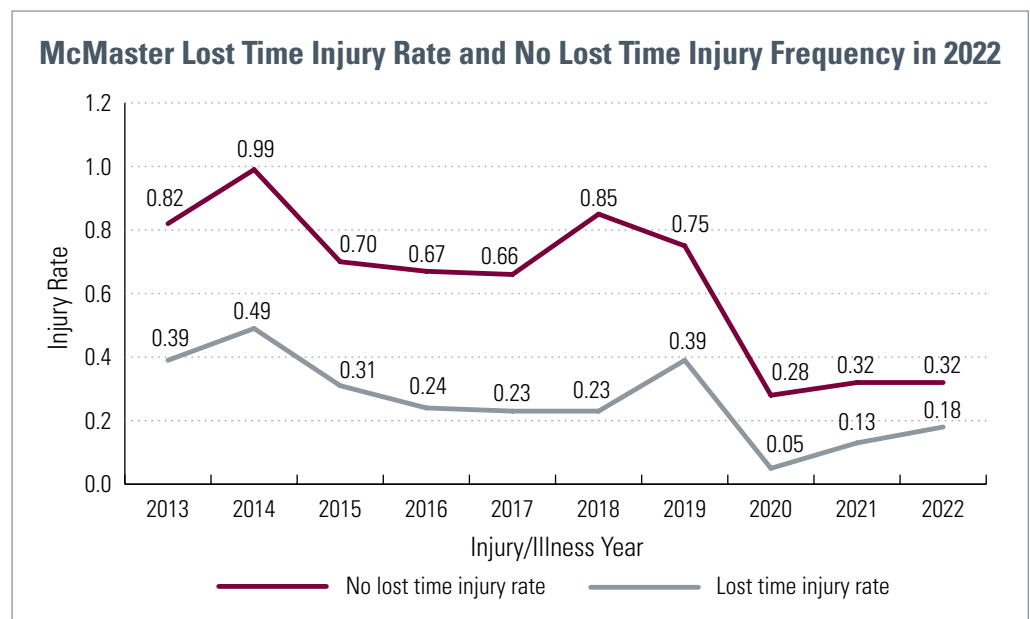
18 cases
(less than 6% of all injuries reported) resulted in an approved WSIB Lost Time claim

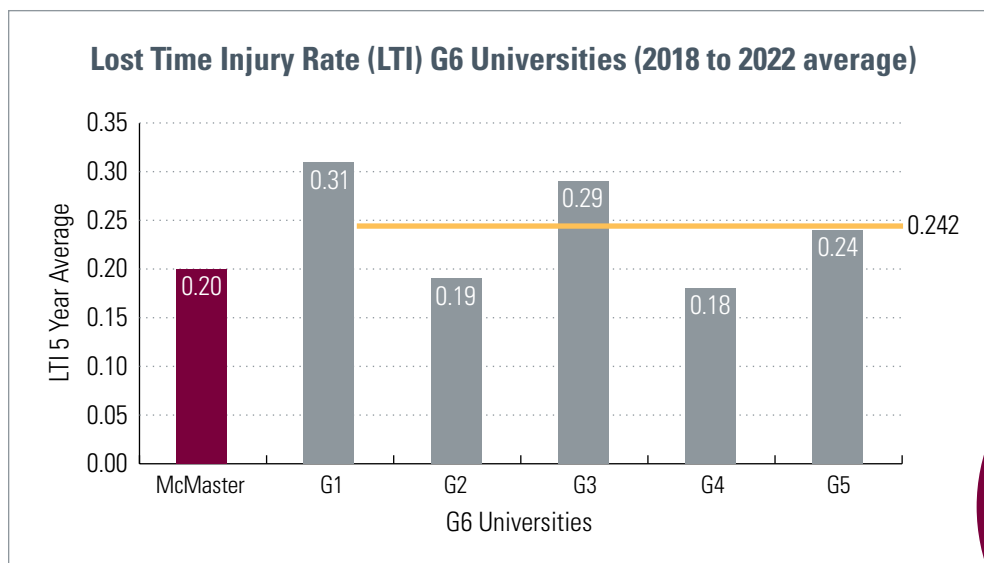
	2017	2018	2019	2020	2021	2022
Total Claims Reported to WSIB	92	123	134	42	66	76
Approved No Lost Time Injuries	54	69	69	29	33	36
Approved Lost Time Injuries	18	20	33	2	18	18
Lost Time Days	355	127	363	44	113	303
Average Lost Time Duration	19.72	6.35	11	22	6.28	16.8

Lost Time Injury Rate and No Lost Time Injury Frequency – Occupational Injuries (WSIB)

The Lost Time Injury Rate (LTIR) and No Lost Time Injury (NLTI) Frequency measure an organization's safety performance. These rates represent the number of injuries within a calendar year that have resulted in time lost from work, and those that did not result in time lost from work, relative to the total number of hours worked in that year.

These numbers tell us that our current safety programs, early and safe return to work initiatives, and injury prevention initiatives are helping to keep the McMaster community safe and at work. University leaders, employees, and unions work in partnership with Human Resources to ensure safe modified work is provided while employees recover from an injury/illness.





This graph illustrates the Lost Time Injury Frequency of McMaster University compared with the other G6 universities (our peer universities in Ontario, who are also members of the U15, which is an association of 15 Canadian public research universities).

McMaster's Lost Time Injury Frequency is **17.4% below the average** of our G6 university comparators

Workplace Safety and Insurance Board (WSIB) Rate Framework

The average premium rate for Ontario businesses remains steady at \$1.30 per \$100 of insurance payroll.

The education sector class rate falls well below the average at \$0.34. **McMaster's WSIB Rate in 2021 was \$0.24 and in 2022 was \$0.23.**

These lower rates reflect that our Lost Time and No Lost Time claim history is better than the sector average over the last 3 years. Based on Claims history and insurable earnings, we will see a 2023 rate of \$0.25.

McMaster's current WSIB rate is **33% lower than** the WSIB rate for the education sector

WORKPLACE SAFETY & INSURANCE BOARD (WSIB) EXCELLENCE PROGRAM

Since the WSIB NEER program was discontinued in 2020, in favour of a new rate framework, the ability to receive surcharges or rebates was also changed.

In order to qualify for premium discounts, an institution must create new health and safety programming and have this assessed through the WSIB Excellence Program, which recognizes excellence in an organization's health and safety management system. A maximum of five programs may be created a year. As part of the submission, each topic requires a rationale as to whether it would constitute a new program, a solution to a significant gap in an existing program, or a significant change in the workplace. An action plan and evidence are also required. The size of the potential premium discount varies, to a maximum of \$50,000 (or up to 100 per cent of the amount a business paid for their prior year's WSIB premiums).

McMaster registered for the WSIB Excellence Program in spring 2020 along with 14 other universities in Ontario. Through its first submission, McMaster achieved a **WSIB rebate in the amount of \$46,571.18 in 2022.**

Working collaboratively with our safety association sponsor for this program (Public Services Health and Safety Association, "PSHSA"),

McMaster was successful in the submission on the topics of:

- Control of Hazards – COVID-19
- Emergency Prevention and Response
- Workplace Health Promotion

The rebate received through this successful submission has been reinvested into health, safety & well-being program development, and the same will be done with any future rebates received annually.

We are currently working collaboratively with PSHSA to prepare submission for the next 3 topics:

- Control of Hazards – Musculoskeletal Disorders
- Control of Hazards – Slips, Trips and Falls
- First Aid

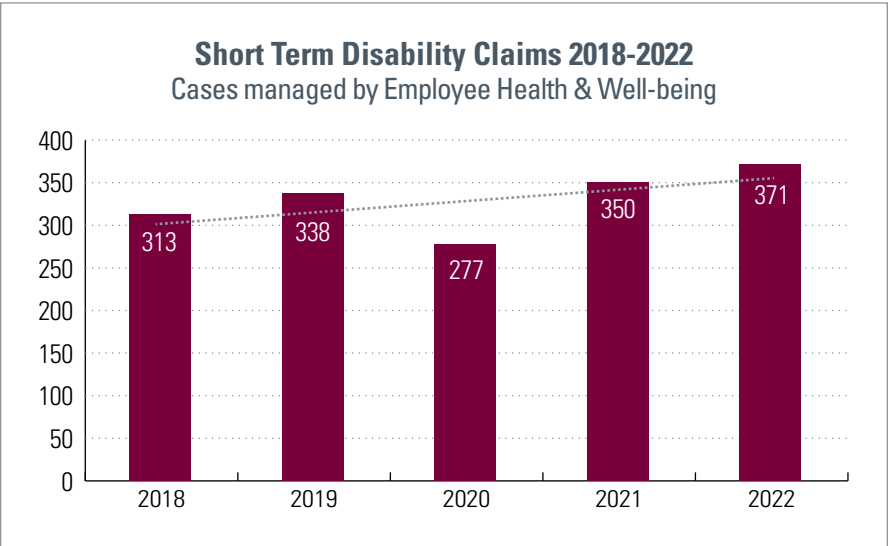
In 2022, McMaster received a **WSIB rebate in the amount of \$46,571.18**, which it reinvested in Health, Safety & Well-being programming

Medical Leaves for Non-Work-Related Reasons (Non-Occupational)

McMaster University leaders take a compassionate, supportive approach towards employees requiring medical leave related to non-occupational disability.

Leaders explore the possibility for workplace accommodation based on an employee's limitations and restrictions. Employees who are totally disabled and cannot be accommodated are supported through a non-occupational medical leave and access to applicable benefits.

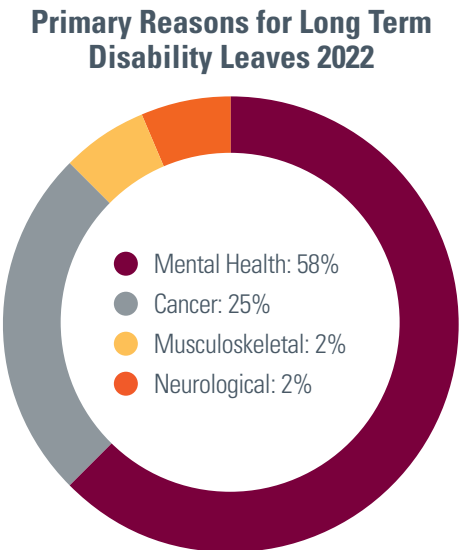
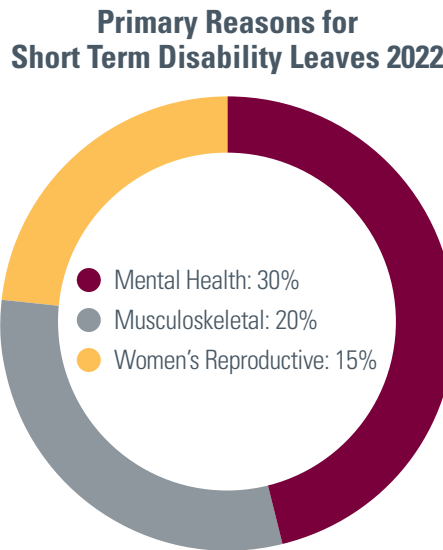
5%
of McMaster's employee
population self-identify as
having a Disability
*(Employment Equity Census data
as of December 20, 2021)*



This graph outlines the total amount of Short Term Disability Claims managed by Employee Health & Well-being from 2018-2022.

Throughout the years, we continue to see consistency in the top reasons employees require Short Term Disability. *The chart below illustrates an approximate percentage¹ of the primary reasons for short term medical leaves at McMaster University.*

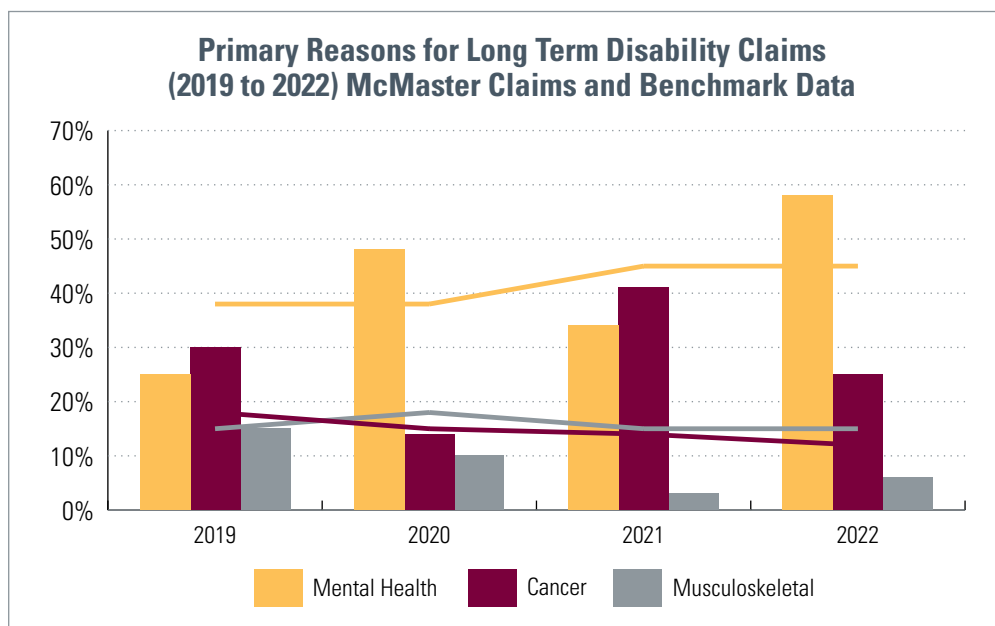
As we continue to see the number of the Short Term Disability leaves rise, we also see an increase in approved Long Term Disability (LTD) claims. The primary reasons for approved LTD claims differ slightly from our Short Term Disability leaves. *This graph below shows the primary reasons for Long Term Disability Claims as a percentage. These percentages represent the following number of claims: Mental Health 20, Cancer 8, Musculoskeletal 2 and Neurological 2:*



66%
of McMaster's
population
identify as Women
*(Employment Equity Census data
as of December 20, 2021)*

¹ This data is approximate for Short Term Disability Leaves as it is tracked manually and based on the experience of the Occupational Health Team.

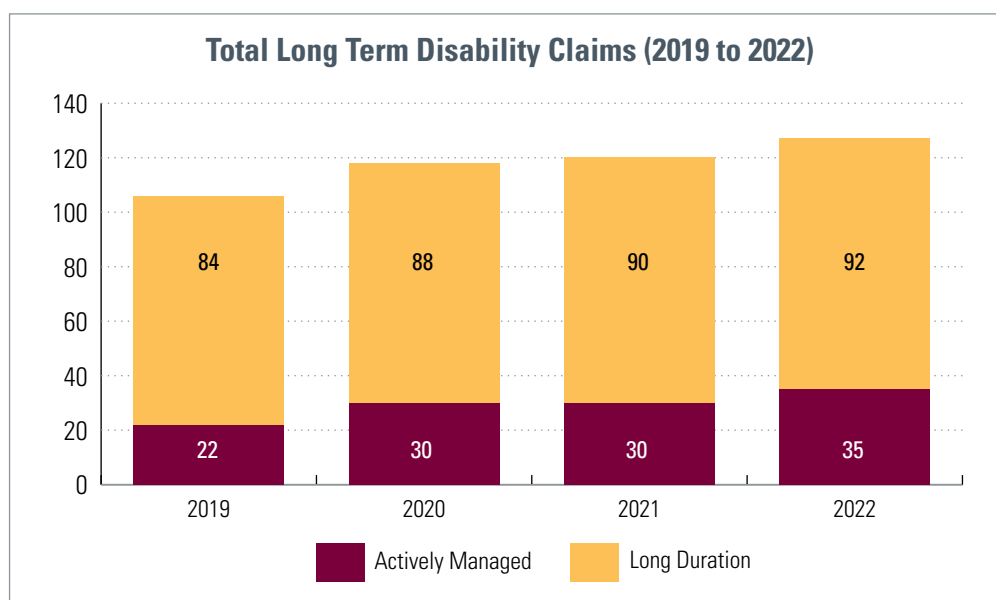
Continued... Medical Leaves for Non-Work-Related Reasons (Non-Occupational)



* McMaster claims, lines represent benchmark values for Sun Life book of business in like industry.

132%
growth in approved
LTD Mental Health
claims between
2019-2022

The following chart illustrates a 20% growth in the total number of approved LTD claims, and a 60% growth in actively managed approved LTD claims, between 2019 and 2022.



Mental Health and Well-being

McMaster University strives to support the mental health and well-being of employees through proactive programs, training and workshops, and access to benefit plans and resources.

The way we understand mental health in the workplace has continued to evolve over recent years. The combined pressures of the Covid-19 pandemic and the social, political, and economic challenges have significantly impacted mental health. According to research conducted by Telus Health (formerly Life Works)², one third of employees in North America believe the pandemic has had a negative impact on their ongoing mental health and nearly half are feeling more sensitive to stress in 2022.

This research also shows that:

- 1 in 3 people now qualify as high risk relating to their mental health.
- 4 in 5 managers have supported at least one employee with a mental health issue.
- more than 50% of working individuals have experienced at least one major sign of burnout in the past two years.

The Mental Health Index for February 2023³, at 62.9%, indicates that the mental health of workers fell nearly two points from January 2023.

The same source highlights that:

- 35% of workers in Canada have a high mental health risk,
- 43% have a moderate mental health risk,
- 22% have a low mental health risk, and
- the mental health score of managers is higher than that of non-managers and the national average.



² Your employees face a mental health crisis - total mental health. Your employees face a mental health crisis - Total Mental Health. (2022, September). Retrieved April 17, 2023, from <https://go.lifeworks.com/total-mental-health-your-employees-face-a-mental-health-crisis>.

³ Telus Health . (2023, February). *The Mental Health Index*. The Mental Health Index™ report: February 2023. Retrieved April 17, 2023, from <https://lifeworks.com/en/resource/mental-health-index%E2%84%A2-report-february-2023>

The McMaster Okanagan Charter Committee: Task Force on Mental Health

The McMaster **Okanagan Charter Committee** established a Mental Health Task Force in 2020, inspired by the mission of the Okanagan Charter and developed to identify the key mental health and well-being issues affecting faculty, staff and students at McMaster. **A comprehensive report was published by the Task Force** in 2021, which led the University to adopt the following aspirational commitment:

McMaster University aspires to be a psychologically healthy, inclusive, accessible university which promotes and supports the mental health and well-being of every student, staff and faculty member in all of its activities and creates conditions for all to flourish.

The Okanagan
Charter is an
International Charter for
**Health Promoting
Universities & Colleges**,
which McMaster
signed in 2017

The Mental Health Task Force recommended the following relating to employment:

1. **Increase capacity and resources in the Employee Health Services (EHS)** unit of Human Resources Services to meet the increasing needs of McMaster employees experiencing mental health problems and related disabilities, including a focus on navigation & advocacy resources and complex mental health accommodations
2. **Expand leader training** in order to build Psychological Health and Safety and to effectively and appropriately respond to employees with mental health concerns.
3. Assess and improve **training and support for front-line employees** who provide support and care for students in with mental health and substance use disorders.

In response to these recommendations, the following was achieved in 2022:

1. Increase capacity and resources in Employee Health Services

- Human Resources Services realigned to create a new portfolio of Health, Safety, Well-Being & Labour Relations, with an integrated team focused on employee health & well-being case management and workplace strategies.
- Process mapping of all Employee Health Services functions and related Health & Safety functions has been completed and will inform long-term planning relating to process improvement and technology.
- 1 Employee Health & Well-Being Specialist role (for a total of 2) and 1 Manager, Workplace Health & Well-Being Strategies role, (an increase from 2 to 3 roles in Human Resources focused on workplace programs) were added to the team.

2. Expand leader training in order to build Psychological Health and Safety

- Joy in Work virtual training completed by campus well-being partners, through the Institute for Healthcare Improvement. Learning is being leveraged to develop a strategic and intentional approach to advancing psychological health and safety.
- Three (3) McMaster employees were certified as facilitators for The Working Mind mental health training, through the Mental Health Commission of Canada. Extensive planning is underway, in partnership with the Okanagan Charter Committee, to make this workshop widely available to McMaster employees and leaders.

3. Assess and improve training and support for front-line employees

- A comprehensive RFP and selection process was completed to identify a Employee & Family Assistance Plan (EFAP) provider.
- Telus Health was selected as the new EFAP Provider (with services focused on chronic stress, compassion fatigue, and burnout).

Workplace Health and Well-being Strategies

Accepting that each employee is a whole-person, with intersectional needs impacting their own determinants of health and well-being, McMaster University strategically integrates programs, initiatives, and resources in support of holistic employee health and well-being – **incorporating physical, financial, mental, and social health**.

Strategic workplace health and well-being programming advances the University's mission, vision and institutional priorities, and included the following in 2022:



Physical

- **"Mac Moves"**, a McMaster-wide initiative to promote physical well-being, with other campus well-being partners
- **"Pulse at Pace Pilot"** project, providing McMaster staff and faculty free access to an employee-only gym, with Athletics & Recreation Partners
- **THRIVE Week** events, with other campus well-being partners
- Focused efforts on mental health, moving more, and improving eating habits
- In collaboration with **The Healthy Workplace Committee**, launched monthly themed initiatives



Mental

- **Workshops, Virtual Resources, Newsletters** to support:
 - "Back to Mac", as the community returned to in-person work and study
 - Flexible Work Guidelines
 - Workload Resources
- Delivered programming and supports for **Mental Health Awareness Week**, focusing on empathy and change fatigue
- **Provided consultation and support** to multiple department and faculty leaders on topics such as burnout, stress, compassion fatigue, mental health and well-being strategies



Financial

- Developed and launched a **financial education program** in support of National Financial Literacy Month
- **Retirement Planning Workshops**, regularly held for employees
- **Employee Discount Program**, through a partnership with Venngo, McMaster is pleased to offer all employees (and their extended families – children, parents, grandparents, siblings, etc.) and retirees an employee discount program called **"WorkPerks"** to support their financial well-being



Social

- In collaboration with the **Children's Party Committee**, hosted multiple holiday-themed family events for 354 children and grand-children of McMaster staff and faculty
- Managed the **United Way Committee and Campaign**, engaging 299 donors, who contributed \$276,000 dollars to the United Way of Halton and Hamilton, supporting the health and well-being of our communities
- **TMG Day of Service** program, in partnership with the TMG Working Group and McQuesten Urban Farms. 65 participants contributed 195 volunteer hours

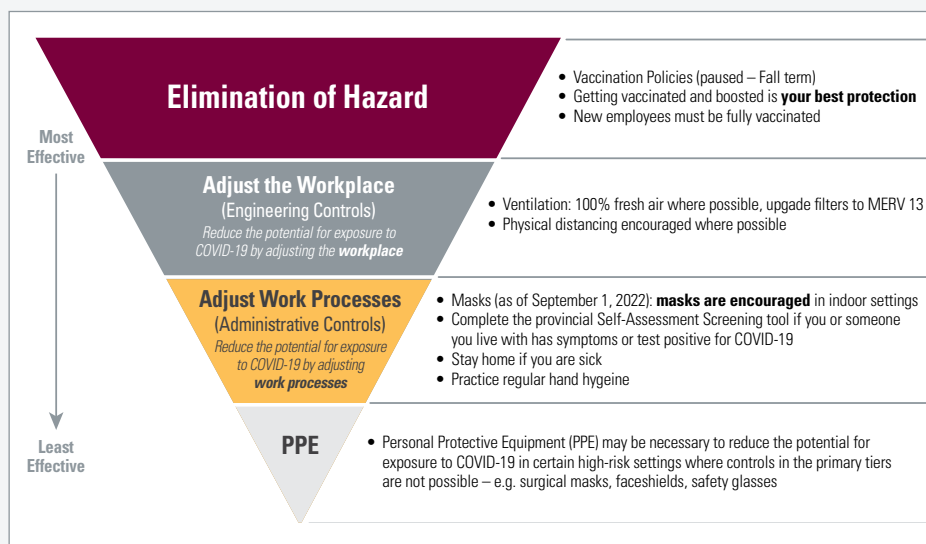


Key Focus and Achievements in 2022

The Health, Safety, Well-being & Labour Relations team drives and manages numerous health, safety & well-being programs and activities across the institution. 2022 was a year of significant change and transition as the University continued to respond to the COVID-19 pandemic and began to shift to increased activities on campus while Public Health restrictions eased. The work of these teams is focused on mitigating risk and maximizing health, safety & well-being of our campus community. **Key focus and highlights include:**

Ongoing Management of COVID-19 as a Workplace Hazard

- Continued to monitor evolution in the COVID-19 pandemic and revise recommendations for hazard management, in keeping with Public Health guidance and provincial legislation.
- Continued to validate vaccine certifications for the McMaster community, in accordance with University Policies.
- As the Policy administration was paused, re-aligned protocols and systems to manage McMaster employees working in clinical settings with an exemption or who are not cleared.



- Continued positive case monitoring for employees, in alignment with WSIB requirements and provided support to community members with questions.

Continued... Key Focus and Achievements

Back to Mac – Return to In-person Work and Study

- Supported the development and launch of new guidelines for hybrid/flexible work arrangements.
- Many departments have shifted to shared workspace arrangements which has resulted in the need for additional ergonomic support. The UHS team has supported the assessment of shared workspaces, individual workstations and provides guidance on remote workstation set-up.
- Revised the guidelines to support Workplace Accommodations.

Psychological Health & Safety

- RMM 100 was revised to publicly declare McMaster's commitment to fostering psychological health and safety (PH&S) and include both physical and psychological aspects in the health and safety policy.
- Steps have been taken to identify and track reported psychological health and safety injuries and incident, and to deploy an integrated response to provide support, guidance, reporting options, and referral to campus partners for further follow up as may be required.

Health & Safety Training and Job Hazard Analysis Projects

- A project to revitalize the University's mandatory health and safety training program was initiated
- The project is focused on streamlining content and enhancing the training delivery to engage employees and inspire a culture of health, safety & well-being
- The training modules will be infused with specific content relating to psychological health and safety, mental health & well-being, and inclusive excellence principles
- The project is also focused on the training technology to create enhancements to enrolment and dashboard reporting capability to enable accountability for compliance
- Concurrently, discovery and exploration has been in process as it relates to the potential for Job Hazard Analysis program automation, integration with training enrolment, and expansion to include psychological health and safety hazard identification.

Strategic Proactive Safety Projects

- **The Automated External Defibrillator (AED) program** was launched as a new Risk Management Manual (RMM 1207) and includes roles/responsibilities for the 50+ on-site AEDs within University spaces. McMaster is the first University in Canada to implement both outdoor and indoor SaveStations.
- **A trip/fall audit** was conducted of all campus sidewalks, pathways and building entrances to identify areas of risk and to prioritize areas for repair, with Facility Services partners. The project resulted in the development of a Standard Operating Procedure with Facility Services for identifying and repairing campus infrastructure trip hazards on an ongoing basis.

Environmental Health Initiatives

- A new **biohazardous waste management sustainability program** is being piloted. Biohazardous waste disposal is managed by the University Health and Safety team through a third-party contractor. In partnership with the contractor, UHS is piloting the use of reusable waste containment packaging which if implemented across the University, will significantly reduce the overall carbon footprint of this specific program.
- University Health and Safety partnered with the Academic Sustainability Programs Office on an initiative aimed at reducing plastic water bottles on campus – **Take Back the Tap**. The initiative specifically encourages members of the community to use the campus drinking fountains. As part of the initiative, UHS is facilitating monthly testing to monitor the water quality of campus drinking fountains.

Safety and Health Week and Award of Excellence

- McMaster has a rich history of celebrating **Safety and Health Week** annually which dates to the 1990s. This week is celebrated across North America during the first week of May.
- In 2022, the UHS team coordinated the first in-person celebration since the onset of COVID-19, where joint health and safety committee members were recognized for their work and the **University Annual Award of Safety Excellence** was presented.



Looking Forward — Key Priorities for 2023

Health, Safety, and Well-being remains a priority focus for the University. Key priorities for the 2023 calendar year include:

- **Advance a Psychological Health & Safety Infrastructure** — including exploration of a tool to gather baseline data, inform evidenced-based programming, and measure impact.
- **Launch The Working Mind Training Program** — The Working Mind, an evidence-based mental health training program designed to promote mental health and reduce stigma around mental illness in the workplace, was launched in February 2023. Through a partnership with McMaster's Okanagan Committee and a centralized organizational structure, the number of certified facilitators will increase eight-fold over the next year.
- **Injury and Incident Reporting Process** — the Vice-President, Operations & Finance, has launched an external review of the injury and incident reporting process within the scope of that portfolio. The outcomes of this review are expected to be a streamlined and efficient process for reporting injuries and incidents on campus, and a coordinated University response.
- **Progress Health & Safety Training Revitalization Project** — progress work to streamline content and enhance the training delivery to engage employees and inspire a culture of health, safety & well-being, including initial launch of first modules by Fall 2023.
- **Explore Job Hazard Analysis Solutions** — continue the exploration and planning for Job Hazard Analysis automation, integration with training enrolment, and expansion to include psychological health and safety hazard identification.
- **Identify and Implement Process Improvements** — processes have been mapped and will be reviewed to identify efficiencies, with a view to enhancing employee experience and operational excellence, in keeping with the principles of inclusive excellence.
- **Violence in the Workplace Policy Review** — in partnership with the University Secretariat's Office, and as part of a working group, review and update the Violence in the Workplace Policy.

Comments from University Partners

Transformative learning takes place both within and beyond the classroom at McMaster University. Our community is so fortunate to have access to the University Health and Safety team professionals who are invested champions in supporting pivotal and safe experiential learning opportunities, such as study and research abroad, student club and team events and competitions, and co-operative education for all students.

Even before our first-year students arrive on campus, the team works collaboratively with staff, student leaders and groups on health and safety training, risk mitigation for events, and ensuring that foundational experiences, like Welcome Week, are engaging, safe and memorable.

Thank you for being such collaborative, invested partners in support of the student experience!

Arlene Dosen, *Executive Director and Assistant Dean, Student Success, Student Affairs*

As we move into 2023, we leave behind the tribulations of the pandemic and move positively into the post pandemic period. The result is that as we spend more time on campus and the opportunity for accidents and misadventure increase accordingly. This winter we have seen an uptick in slips, trips, and falls and related injuries including lost time. Working with University Health and Safety, Unifor and our broader health and safety community, we continue to inspect, investigate and work collaboratively to eliminate as many hazards as we can each year. I believe that the outcomes are very good and speak for themselves. The catch phrase "Safety is no Accident!" is apt as always as we strive diligently and collectively to eliminate hazards and reduce accidents to as close to zero as can be.

Jim McAndrew, *Health & Safety Coordinator, Unifor Local 5555*

I joined McMaster University as a staff member in Feb 2022, when the University was still coming out of a lockdown from the winter break. Being new to any organization is an adjustment, even more so when working remotely. The committee gave me a sense of belonging and shared purpose, and most importantly, an opportunity to connect across units and disciplines. I've been fortunate to meet so many wonderful individuals through the Healthy Workplace Place Committee, it helped me build relationships across a diverse and distributed campus. I learned that McMaster is unlike any employer I've worked for, they go the distance to create healthy relationships and workplace environments. Thank you for the opportunity!

Katie Luong, *Assistant Academic Department Manager, Kinesiology*

A strong health and safety culture is paramount to protecting potential and contributing to excellence at McMaster University.

A strong safety culture is present at McMaster University, as:

- Leaders demonstrate care, ensuring that safety is their prevailing value and priority;
- The McMaster community is empowered and recognized for making safe decisions;
- The McMaster community is aware of known hazards, and feel encouraged to report concerns;
- Everyone in the McMaster community, including students, would not hesitate to take action in response to a concern without fear of reprisal;
- McMaster continually learns from our own and others' experiences with the goal of advancing safety outcomes

McMaster's safety culture thrives when everyone takes ownership for safety, prioritizes physical and psychological wellbeing, and strives for safety excellence every day.

Adam Palmer, *Safety Manager, Faculty of Health Sciences*

Supplemental Information

Additional University program information is available on all of the below topics on the **Health, Safety, & Well-being** website.

- | | |
|---|---|
| A. Health and Safety Training | L. Researcher/Fieldwork |
| B. Joint Health and Safety Committees (JHSCs) | M. Occupational Hygiene |
| C. Workplace Safety and Insurance Board | N. Higher Education Cooperative for Hazardous Materials and Equipment Tracking system (HECHMET) |
| D. Ergonomics Safety Program | O. Chemical and Biological Hazardous Waste Use |
| E. Workplace Health Promotion | P. Violence Risk |
| F. Employee and Family Assistance Program | Q. Employee Recognition Programs |
| G. Fire Prevention | R. Workplace Well-being Committees |
| I. Mental Health Initiatives | S. Employee Engagement Initiatives |
| J. Student Event Risk Management | |
| K. Student Placements | |