

National Joint Health & Safety Committee Meeting Minutes

Nov 26th & Dec 8th, 2020 ~ Final Minutes

In Attendance:

CPC	CUPW
Ian Kerr	Marc Roussel
Corey Pelow	Sylvain Sicotte
Dilhari Fernando	Alvaro De La Cruz
Virginie Tremblay	

Guests				Special Guests
Paul Rivet	Dayna Robinson	Dan Gilbert	Terry Kelly	Christine O Donnell (ESDC)
Leah Lewis	Lyne Desjardins	Carolyn James	Carlos Simoes	Mark Evard (CUPW)
Phoebe Liu	Kathryn Pitcher	Matthew Mccarlie	Pina Downey	Rona Eckert (CUPW)
Daniel Beaulne	Alison Rogers	Hala El Kozah	Ramy Sydhom	Carl Girouard (CUPW)
Nicole Arbic	Ashley Hayward		Tara Fisher	Terry McDonald (CUPW)

Advisor	Sohail Mirza
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Agenda Meeting # 1	
1.	Opening Remarks
2.	COVID-19
3.	Direct to Depot Induction
4.	Dynamic Routing
5.	Fleet/MMHE
6.	Live Electrical Troubleshooting
7.	SSFI

Agenda Meeting # 2	
8.	New Lanyard
9.	Kitchener CPS Design Update
10.	OEPC Equipment Update
11.	Retail on the Virtual Job Training
12.	Radon Testing – Phase V Update
13.	Dock Restraint Mechanism Poster
14.	Workplace Harassment & Violence Risk Assessments
15.	Safety Rules
16.	C-52 Carts
17.	Article 34 – Uniform and Protective Clothing Sept-Iles post office
18.	The roster for Investigators Bill C-65
19.	Resolution Process & Procedural documents Bill C-65
20.	Closing & 2021 Meeting Dates

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Standing Items

1. Opening Remarks

1st Meeting

CPC updated the committee on the changes on the management side. Ian Kerr has been relieved from his co-chair position on his personal request since he moved to a new role. Now Dilhari Fernando has been named as the new co-chair, another change is the addition of Virginie Tremblay as a standing member of the committee. Corey will continue to support the committee on change management, and Leah Lewis will extend her expertise on COVID and health & wellness areas. CUPW appreciated the services of Ian Kerr and wished him best wishes for his new role.

Under ESDC's new pilot initiative, "Committee Aid," Christine O Donnell attended the meeting as an observer. ESDC has launched the initiative to gauge the functionality and provide support and guidance on best practices to policy committees of federally regulated organizations.

CUPW appreciated CPC on the use of new plexiglass installations on double counters at the Yellow Knife (NT) site. CUPW reminds that this model of plexiglass should be installed at all retail outlets across the country in order to better protect the clerks behind the counter.

The Corporation believes that the installation of plexiglass is an important subject and if necessary is ready to discuss it at a future meeting. CPC will notify the union for updates on the installation of phase 2 plexiglass.

CUPW requested that the Health & Safety training under Appendix DD be prioritized and placed as a standing item at next committee meeting in 2021 and next year.

CUPW pointed out that Montreal's alternative stairs have not been discussed with the committee, nor any risk assessment report has been shared. In response, CPC explained that this is a unique piece only installed for this facility. CPC is not expecting its use at any other location. CPC engaged a 3rd party to carry out a physical demand analysis, though it doesn't replace the internal risk assessment rather supplements a more collaborative approach. CPC will contact the local H&S team for an update on the joint risk assessment and the training material developed for this piece of equipment.

2nd Meeting

CUPW reminds CPC of its obligation to deliver a copy of the assurance of voluntary compliance (AVC) in accordance with clause 145 (5) of the Canadian Labor Code.

For the COVID report, CUPW requests to receive the full report per individual case instead of general information. CPC said that since there are many cases and multiple teams are involved, putting in the same information requires many staff-hours; therefore, CPC would be willing to provide you with some more critical information at a fixed frequency.

CUPW raised the issue of gratitude/celebration events for employee recognition. CUPW stated that this situation was not acceptable. CUPW disagrees with these gatherings mostly due to COVID. The

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AVC issued at Montreal clearly states that physical distancing is not respected as per ESDC's expectations. Therefore this is not an appropriate time to hold such events.

CUPW shared that they have received complaints from the Hamilton plant about turning work centers into lunchrooms and rest pods. CUPW believed that it is against the COVID-19 protocols and legislation whilst presents hygiene, sanitation and accident risks. CPC explained that it is not uncommon to find rest pods designed into our work centers for ease of access by our employees (ISPS in Gateway, Winnipeg plant, etc.); design guidelines are used with the architects to do so. CPC will ask the local management & engineering team to correct immediate hazards. CPC will also ask Real Estate Manager to assess the work area to address any additional gaps and for the team to continue working with their LJHSC to address concerns when they arise.

CPC informed CUPW that they had developed a COVID-19 playbook showcasing all CPC efforts, measures and communication built to handle the pandemic. CPC will share it with CUPW to review and provide feedback.

CUPW inquired CPC on the products company is currently using for cleaning purposes. CPC said that we were using Clorox disinfectants initially, but it is not presently used anywhere. CPC has procured safer products that do not require any PPE's. CPC never encourages the handling of chemicals of any sort in the workplace. CPC will provide the committee with a list of approved products for cleaning and disinfection.

2. COVID-19 (02-19-2020)

Overview:

Due to the COVID-19 Pandemic, CPC in collaboration with the national health and safety committees, has implemented new processes and equipment to minimize the virus's spread at work.

Discussion:

CPC recapped the mandatory face-covering practice implemented for all employees, contractors, visitors and customers. CPC shared that the communication team has updated the external websites with the new practice in effect. Simultaneously, the pasting of the signage has also been made sure for visual communication to all. CUPW has received reports of where supervisors have threatened to discipline an employee and refused entry to site, because he didn't have his face cover on, without determining the possibility of accommodation. CUPW requested CPC to provide the data on the number of accommodations processed, high risk sites, declined requests and kind of accommodation provided. CPC will get the data from the disability management team.

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CPC reiterated that approved PPEs, cleaning disinfectants, hand sanitizers are available in sufficient quantity. CPC is always keeping employees up to date with COVID-19 status, reminding them of preventive measures. Though we are entering the peak season, where we expect high traffic resulting in a congesting working environment conducive to COVID spread, we feel we are well prepared to deal with it.

CUPW inquired if CPC is planning to introduce 3 ply masks with a filtering layer as suggested by the Chief Public Health Officer of Canada, Dr. Tam. In reply, CPC explained that PHAC had given a grace period to use 3 ply masks with a filtering layer. CUPW said they had been informed that they have a shortage of masks and size issues at some locations. CPC replied that we have sufficient quantities of approved face masks; the masks are washable and adjustable. Masks can last for 30 days and sustain 100 washes. Every month CPC is issuing 105,000 masks. We can issue 160,000 masks and established a sustainable supply chain. We have allocated 2 masks per person per month, and any employee can even get more than the allocated quantity. CUPW requested that employees get at least 10 masks per month since they work overtime and longer shifts. CPC said that there have been no refusals from supervisors to provide more face covering when requested, CPC will also issue fresh communication on the limits of the masks to supervisors. CUPW states that the various public health authorities recommend that the maximum use of the face cover not exceed 4 hours.

CUPW asked why not distribute the 3-ply face cover with filtering layer as soon as it becomes available instead of waiting to sell out the face coverings currently in use. Those with 3 layers could be used in surplus if necessary. CPC indicates PHAC reported that there is no immediate need to discard the current masks, instead indicating the switch to the new model when supplies run out.

CUPW queried on the new mask type being ordered and if any samples are available for review. In reply, CPC shared that samples have not been received yet and they will send the samples to the committee once received. The masks meet the PHAC guidelines and are made of 2 layers of tightly woven cotton between which a third layer of a fabric with filtering capacity is sewn. CUPW inquired if masks are being sent to employees' homes. CPC answered that the masks are delivered to plants and distributed respectively; they are packaged with job aids on the masks' use and care.

CUPW expressed concern about the accommodation measures that will be put in place for employees who cannot wear face coverings for medical reasons

CUPW inquired if CPC has any study or data on the effective use of an HVAC system for controlling the transmission of the virus. In reply, CPC shared that H&S is working with the experts on this piece; some adjustments were performed at the local level in collaboration with the building management team. CPC will update CUPW at the next meeting.

CUPW pointed out that they have been shared of situations where employees with low or few symptoms are not getting tested due to the fear of not getting pay. If tested positive, they have to quarantine and will not be paid by CPC. Such conduct could occur in OCRs and Temp employees. The management said that since positive COVID employees are being handled through Canada Life, they have no information.

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Action Items:

1. CPC to provide data on the current and forecast quantities of the face masks.
2. CPC to provide samples of new face masks to CUPW.
3. CPC to provide data on the requests received, processed and kind of accommodation offered to employees.
4. CPC to provide data on the HVAC system and control of transmission study.

Other Items

3. Direct to Depot Induction

Guest: *Dayna Robinson*

Overview:

Direct to Depot Induction is a process adopted by CPC which allows for more capacity in the plant and early morning inductions at the depot.

Discussion:

CPC updated the committee that with the increase in DDI locations, we wanted to share the important processes developed that are being followed when inducting/handling pallets in depots. In 2018, 25 depots were declared as DDI in GTA and BC region. In 2019 the number raised to 87 depots spread across GTA, ON and BC. In 2020, the count of DDI locations is 198 depots covering GTA, ON, BC, AB, SK, and QC.

CPC explained that if a pallet is stable and under 86", employees are to use the A-60 step stand and follow the safe handling instructions. In case the pallet is unstable or over 86", employees are not offload or process and report to Amazoncasemanagement@canadapost.ca or call if needed at 1 833 OPS AIDE. Reporting through the DDR is used to escalate Amazon issues with photos of the pallet, label and pallet tag sent in via email.

CUPW maintains that 86" pallet height was never agreed upon; by agreement, it must not be more than 70". CUPW also stated that they are receiving mostly unstable improperly packed pallets – heavy loads on top, leaning sideward, oversized etc. This subject on the maximum height of pallets was discussed on many occasions either in national consultation or within the national joint health and safety committee over many years, and that such practice is common throughout mail processing plants. CUPW has always maintained that the maximum acceptable height of "Gaylord" type pallets or boxes is 70 inches. CPC points out that this is a separate topic from Amazon DDI.

CUPW also raised that they have observed that in case of an unstable pallet when reported unsafe, supervisors are handling such pallets, which is against the collective agreement. CPC explained that supervisors have tools to assess the pallet, in collaboration with the LJHSC, before unloading the pallet if it seems unstable and unsafe. CUPW requested to provide the tools,

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instructions, and job aids (if any) which supervisors are using to assess the pallet's condition. CUPW requested that DDI specific messaging be sent to LJHSC members.

In reply to CPC on using the A-60 step to access the package on pallets measuring 86 inches or less, CUPW said that the stool provided doesn't account for shorter height employees. In addition, using this stool for pallets measuring over 70 inches makes tasks non-ergonomic most of the time. CUPW hasn't seen or heard of 5330R - Three Step-Stand as yet that was piloted in a CPAA location. CPC said that we could arrange to sample the 5530R Three Step-Stand if required, supported by the joint risk assessment. CUPW opposes the use of this type of step for the above tasks.

CUPW highlighted that Amazon delivers via contractors; they are always in a hurry and usually don't accept rejected pallets. Since Amazon delivers it early morning, there are instances where supervisors were not available, resulting in a conflicting situation at the dock between members and drivers.

CUPW raised concern that CPC is not discussing the pallet size and packing issues with Amazon. The delays caused by such situations will be Amazon's responsibility, and CUPW members shall not be held accountable. CPC reassured that the issues brought forward with evidence are shared daily with Amazon as received.

CPC agrees to bring transparency into the process of pallet assessment, ensure better communication to supervisors, simplifying the pallet assessment criteria and exploring the options on how to empower employees (at DDI sites) to decide on accepting or rejecting the pallets. Both CPC and CUPW agreed that if a pallet is unsafe it must be refused and returned.

Action Items:

1. CPC to share pallet assessment tools and job aids with CUPW.
2. CPC to develop messaging for LJHSC members

4. Dynamic Routing

Guest: *Lyne Desjardins*

Overview:

The Next Generation Routing System project will maintain current Health & Safety best practices & heat map process already established in the existing depot restructure process. New tools such as a new Vehicle Routing System and new mobile application are being introduced to enable the creation and execution of routes that will be built daily, based on actual volumes to be delivered.

Discussion:

CPC updated the committee about introducing new tools such as a new Vehicle Routing System

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and new mobile application to enable the creation and execution of routes built daily, based on actual volumes to be delivered. The joint project team will establish baseline data to evaluate the new delivery model's impact throughout the pilot. Baseline data include Injury on duty data, Vehicle accident information and Near-miss incident information. CPC said that Local teams would also be engaged to help gather additional data points that are generally not available via standard reporting (i.e., the exact location of incidents). At the start and throughout the pilot, employee feedback will also be gathered to ensure that the new tools and route building methods are helping employees work safely.

CPC shared that they are collaborating with CUPW and working with the H&S team towards an August 2021 implementation date for their pilot and will be conducting an ergonomic study for the placement of mobile devices in CPC vehicles. CUPW requested access to H&S and baseline data while having a regular meeting to update on the progress of the pilot.

CUPW claims that the software currently in use generates routes without considering U-Turns. In reply, CPC said that the route management officer would investigate locally to account for such conditions, and the system can avoid U-Turn except for roads having a dead end. CPC is hoping to establish explicit rules on road safety.

CUPW questioned CPC on the sites shortlisted for the pilot. CPC replied that they still have not finalized the selection, but probably the sites will be in Montreal and Winnipeg. CUPW pointed out the importance of employee engagement and acceptance to be part of the pilot as the key for data validation. CUPW brought attention to the fact that accident investigations are lacking root cause analysis and LJHSC involvement. CPC agreed on the importance of root cause analysis and suggested that the project team would carry joint root cause analysis with the local teams during the pilot. CUPW replied that root cause analysis should be performed for all accidents and not only during the pilot. The LJHSCs should be fully involved and empowered by providing access to the accident data and tools to carry proper analysis. CPC answered that this pilot would serve as an opportunity to work with LJHSCs on hosting root cause analysis using the RcPro program, already in place for serious incidents.

Action Items:

1. CPC to provide CUPW regular updates on the progress of the pilot
2. CPC to share baseline and H&S data with CUPW

5. Fleet and MMHE Updates

Guest: *Paul Rivet*

Overview:

This is a standing item providing both parties with an opportunity to discuss issues related to fleet vehicles and motorized material handling equipment (MMHE).

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Discussion:

CPC presented an update on the fleet for both vehicles and MMHE. The vehicle telematics project is well received, and CPC received positive feedback after activating the audible cabin feedback. CPC updated that the first deliveries of the electric vehicle are expected in Q1 2021. CUPW questioned the competency development of CPC mechanics to manage and maintain electric vehicles. CPC answered that we anticipate substantial changes in our workshops' infrastructure, and so is with the training and development of our mechanics for testing and servicing of vehicles.

CUPW inquired about the delivery truck accident and requested to provide the investigation, police and management report. If possible, CUPW requested to review mechanics and supervisor reports.

CUPW highlighted that rental vehicles lack basic safety components; they don't have partition or any other device to protect employees. Under Canadian Occupational Health and Safety Regulation 14.4 (4) requirement any vehicle having a gross weight of less than 4500kg must include protective elements to protect employees.. CUPW still insists on installing the bulkhead in order to comply with COHSR. CPC replied that we always discourage overloading the vehicles and encourage safety net, hooks, or bulkhead but cannot modify the structure of the vehicle. If not available, follow the administrative controls by not loading higher than half the height of the driver seat, so that it acts as a barrier. - CPC will evaluate if the long term rental vehicles can be modified besides issuing communication and instruction of safe delivery and a reminder not to overload the vehicle.

CUPW informed CPC of a potential problem with the ignition system of Ford Transit's in Kelowna, British Columbia. CUPW asked the company to investigate and inform the union. The management will update the committee after investigating the issue.

CPC updated the committee that due to a Montreal port strike, the MMHE equipment delivery is effected. CUPW said that they would like to know about the number of rental equipment acquired, location of equipment delivered, and communication developed around for employees. CPC answered that the maximum number of equipment rented is for the GTA region and Vancouver area. CPC will share the required information with CUPW. CUPW asked if the notice issued in 2019 by CPC had the effect that if the rented equipment does not have a handbrake and toe guards, that the employees do not feel safe with their use, they will notify supervisors and will not use them. CPC responded that this notice issued in October 2019 was still in effect.

Action Items:

1. CPC to provide investigation reports
2. CPC to update on the ignition problem with trucks in the Pacific region

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3. CPC to share rental MMHE data with CUPW.

6. Live Electrical Troubleshooting

Guest: *Dan Gilbert, Ramy Sydhom*

Overview:

The Live Electrical Troubleshooting Policy was developed in 2018, outlined the job titles allowed to perform live electrical troubleshooting. This limited the Technician pool to MAM11, EL5 Specialist and Lead Hand, and PSAC engineers. MAM10s were explicitly excluded. Some MAM10s have the education and experience to be competent in the tasks associated with live electrical troubleshooting.

Discussion:

CPC shared with the committee that the updated Live Electrical Troubleshooting Policy is to reflect competency requirements to perform the work as opposed to the job title. This change will result in maintaining the Health and Safety of our employees as the top priority, application of a standardized approach to determine competency that allows any technician with the demonstrated skills and knowledge to perform Live Electrical Troubleshooting and will allow all Technicians that successfully complete the competency assessment to perform Live Electrical Troubleshooting.

CUPW requested CPC to share the deck, as CUPW will get the feedback on the changes from their experts. CUPW also shared that employees usually fear the examination since most are seasoned workers and would hesitate to be assessed via exam. CPC replied that every new employee is evaluated when they are hired, and the purpose of this change to review their competency to gauge if they have the right skills since this is a high-risk activity.

Action:

1. CPC to share the deck with CUPW

7. SSFI

Guest: *Hala El Kozah, Matthew Mccarlie*

Overview:

Over the last 10 years, the Lettermail volumes on sequencing plans have significantly declined. This has led to short-run times against long set-ups and tie-outs, low machine processing times and high material handling between plans.

Reordering run index/sequencing plans on the machines can improve machine utilization when low volumes provide the opportunity.

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Discussion:

CPC explained the current and future states of index and sequence plans. Running the index and sequence plans back to back on a single machine improves the machine efficiency and eliminates the second machine's use. CPC assured CUPW the SSFI HFN report is in compliance with the SSFI system regardless of any change in any area.

CUPW rejected the Risk Assessment based as it has an improper representation of CUPW. CPUW said the person involved has no knowledge of SSFI and minimal experience on MLCOR. He is a part-timer/weekender and was not fit for this risk assessment.

CUPW requested to have another joint Risk Assessment at Montreal, which requires a CPC schedule, and 2 CUPW members chosen by the union will participate this time. In addition, the union asks that the health and safety director of the Montreal CUPW be present during this joint risk assessment.

They also highlighted that though management said that there would be no change in the procedure, they anticipate that there have been some procedural changes.

Action Items:

1. CUPW keeps a right of reserve as to the conclusion of the various reports on the SSFI.
2. CPC to arrange a new risk assessment and share the schedule with CUPW

8. New Lanyard

Guest: *Nicole Arbic*

Overview:

CPC is bringing few design modifications to make lanyards safer and risk free.

Discussion:

CUPW has proposed that the new lanyard should have a clip to make it easy for an employee to break away in case of an unforeseeable situation, for example, A car approaching the employee. The current lanyard requires a much higher force to break away. CPC said they had tested some of the prototypes, but these still have no clips. The testing was conducted between the logistics, health and safety, engineering and the supplier.

CUPW said that they still suggest having a clip is a safer option and will eliminate workers' fear of being trapped to the CMBs. CUPW requested the management to provide 10 years of data on the number of key and mail theft incidents reported since CMBs' deployment. If the robbery element is low, there's no ground for not introducing the lanyard with the clip option. CPC answered that the mail's secrecy is important, but we value the safety of employees much higher.

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CPC informed CUPW that on the new samples, we have better and more breakaway points. CPC is still testing it with the engineering team to determine the best value to ensure breakaway and design. Once the value is established, CPC will be better positioned to decide whether the clip is suitable or we are good without in new lanyards.

CUPW acknowledged to assess other options and would like to have a joint risk assessment for the use of the clip lanyard. CUPW requested to provide samples of the new lanyards. CPC said that in February 2021, we expect the delivery new prototype samples with the testing results.

Action Items:

1. CPC to provide CUPW data on robberies at CMBs for the last 10 years
2. CPC to share the samples and results of new lanyards

9. Kitchener CPS Design Update

Guest: *Phoebe Liu*

Overview:

CPC is installing an automated sorter capable of sorting 95% of parcels and packets at 7,500 PPH into 74 packets and 100 parcel separations in Kitchener

Discussion:

CUPW asked CPC to provide specifications of the new and existing equipment.

CUPW questioned CPC if new equipment installation will affect the existing supplementary equipment like work tables, stairs. CPC answered that there would be no change and suggested CUPW visit the Gateway facility to evaluate the similar equipment in operation. CPC further shared that the first notification 29.03 was issued in September 2020, and the final notification for go-live will be disseminated in the spring of 2021. CPC informed that the LJOH had been invited to participate at all steps.

Action Items:

1. CPC to provide specifications of the machinery

10. OPEC Equipment – Pallet Unloader

Guest: *Phoebe Liu*

Overview:

CPC is installing a Pallet unloader at Ontario East Plant, the first of its kind in Canada Post. The equipment is used for the induction of parcels on wooden skids or pallets.

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Discussion:

CPC shared that the design phase is in progress and that the equipment is similar to the parcel and pallet dumper. The new equipment is planned for the Ontario East Plant. Similar equipment is being used successfully internationally, e.g. at Australian post and some other European posts.

CUPW inquired if any impact is expected on the process or workers with the installation of this equipment. CPC explained that the Pallet unloader is new to Canada Post; it will be used for the induction of parcels on wooden skids or pallets. The mockups of induction, runout, and workstations have been set up and is currently under review. It will have no impact; instead, it will help reduce the manual effort to lift, carry, and reach parcels onto the sorter.

CUPW requested to involve the committee as the project progress to the next steps. CUPW queried on the equipment's height and commented that the pallet height should not be more than 70" and the wall height should be sufficient to accommodate the equipment. CPC replied that these are custom-made equipment and made per the client's specifications. CPC has shared all the technical information, e.g. pallets specs, facility dimensions, and waiting for the vendor to provide product-related details.

CUPW demanded a detailed joint risk assessment be conducted and shared. CPC agreed to update CUPW after completion of the joint risk assessments and discussions with the local teams on their next Meeting.

Action Items:

1. CPC to share details on the specifications of the equipment
2. CPC to share risk assessment report
3. CPC to invite CUPW on the mockups

11. Virtual on the job retail training & Retail Technology Modernization

Guest: *Kathryn Pitcher*

Overview:

CPC presented a shift from face to face training to a temporary digital platform due to the travel restrictions and social distancing imposed due to the global COVID-19 pandemic. The four days of in-person training is now being given virtually using MS Teams. The peer mentors will engage in role-playing to create situations like created when in-person was given.

The planned training is 2 days of digital training and 4 days of virtual training with a peer trainer.

Discussion:

CUPW inquired if we will revert to the in-person training after the COVID restrictions are uplifted. CPC answered yes, we would then be conducting the same 4 days of personal training.

CUPW questioned the training content and requested to have a copy of it as they would like to

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review it. In reply, CPC said that they are using the same on-the-job checklist; the only difference is that instead of customers, peer-mentors will be acting as customers to create different scenarios.

CPC agreed to arrange a mockup session for the committee members.

CUPW queried if CPC is evaluating these training. In response, CPC said that we had conducted an evaluation and received several feedbacks. The employees seem to be more satisfied with this training model as they get more attention, time, and less distraction than having it at a post office.

CUPW further questioned the status of peer mentors. CPC said they are CUPW clerks who are certified after completing a 3 –day training course.

Retail Technology Modernization

CPC updated the committee on the training strategy being adopted for the retail technology modernization. The self-directed readiness guide plus job aids will be sent to each office (one per clerk) 3 weeks before going live with a readiness checklist. Once received, the peer mentors will conduct readiness assessment calls before reviewing the checklist and answering any readiness questions. The peer mentors are planned to train virtually in Feb 2021 via the train the trainer course.

CUPW requested a more in-depth presentation on the RTM project, including the temporary transition from previous technology. CUPW told CPC to hold the readiness guide's launch until CUPW doesn't review the presentation and discuss it with the committee. CPC agreed to invite concerned team members to present the requested details on the project.

Action Items:

1. CPC to share the content of the virtual training
2. CPC to invite CUPW on a mock-up training session
3. CPC to present the RTM project at the Next Meeting

12. Radon Testing – Phase V Update

Guest: *Allison Rogers/Jillian Woods*

Overview:

Canada Post measures radon levels to confirm compliance with the Canada Occupational Health & Safety Regulations (COHSR). Radon is an odourless gas that is naturally occurring in the environment. The COHSR average annual radon exposure limit in the workplace, over the course of one year, is 800 Bq/m³. All Canada Post buildings were prioritized for a phased radon testing program by Pinchin Ltd, who evaluated the relative risk of exposure to elevated radon levels

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based on radon geological potential and soil permeability maps, Health Canada test data and professional expertise. Canada Post began the radon measurement program in 2016.

Discussion:

CUPW asked if the results are also being shared with the affected employees, whether any concerns were raised. CPC replied that the results were shared with the employees and the respective bargaining unions representing the employees. For the Phase IV sites that exceeded the COHSR average annual radon exposure limit, local operations were informed to take interim corrective actions such as opening windows and sealing cracks. Long term corrective actions included the installation of a radon mitigation system in November.

CUPW inquired if there is a level of Radon, which, when reached, results in evacuation of the building. CPC explained that Health Canada associates exposure to higher levels of radon with a long term health risk. Buildings identified to have elevated radon levels are recommended to be mitigated within one year. The COHS Regulations action limit is based on a worker's annual exposure to radon in the workplace. Radon levels fluctuate greatly throughout the day, seasonally, and annually, therefore long term measurements for at least 91 days during heating season provides the best average annual concentration in the building. Corrective actions should not be based solely on short term continuous measurements (i.e. hourly readings) Short term measurement cannot determine if levels exceed the COSHR action limit.

CUPW asked if we measure any side effects on the exposed workers and maintain any data on the number of sick employees due to radon exposure. CPC answered that the health risk depends on several factors, for examples: employee health, smoking habits, duration of exposure, and dose. The employee may be exposed to other sources of radon and are encouraged to test their own home.

CPC plans to share the results of the Phase V testing by early fall 2021.

13. Dock Restraint Mechanism Poster

Guest: Virginie Tremblay

CPC shared that the new poster was launched in Oct 2020. The changes were brought to make it more visually appealing and align it with the training content. CPC is planning to launch the updated training in Feb 2021.

14. Workplace Harassment & Violence Risk Assessments

Guest: Carolyn James

Overview:

As per the new CLC Regulations (June 2020), federal employers have to conduct, review and

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update workplace harassment and violence risk assessment jointly with the policy committees. The workplace harassment and violence risk assessment tool was developed collaboratively with worker and employer representatives in conjunction with the regulator.

Discussion:

CPC requested if the committee can support in approval of the risk assessment process at Dec 18th meeting. Since we will have representation from all the unions and working groups, it will help CPC accelerate the implementation of the new policy provided strict timelines.

CUPW highlighted that they have some reservations with the wording of the updated policy so that it reflects the spirit of the new regulations that will come into effect on January 1st, 2021, and CUPW would like to discuss it before its finalization. CPC ensured that we still have time to incorporate changes. CUPW shared that they will invite two more members to the Meeting.

15. Safety Rules

Overview:

CPC recently launched new safety rules.

Discussion:

CUPW requested to share the results of risk assessments carried for type A facilities (Vancouver, Gateway, South Central & Montreal) and if we can also have the risk assessments for type B locations (Victoria & Edmonton). CPC said that risk assessment around hair & jewelry were our key focus for the type A site, and we will update on the risk assessments completed so far.

CUPW insisted CPC to revisit the decision on considering carts as moving vehicles concerning the compulsory wearing of the high-visibility jacket. CUPW explained that CPC sites have a diversified environment, and more than one operation is housed at a single location. It would be challenging to establish compliance at such locations. CUPW wouldn't accept any contradictory situation with the application of rules until risk assessments are completed, and the result is shared.

CUPW highlighted that the discipline part in the safety rules enforcement is not the right and suitable approach. CUPW doesn't believe in disciplinary actions rather believes in coaching, education and communication as the only solution for compliance with rules. CUPW share that they have been informed that since 27th Aug latest, supervisors are threatening members on taking disciplinary actions for non-compliance behaviours to safety rules. CUPW said that even the DUPONT solutions holds the same view for discipline and encourages coaching and education as one of the resort to ensure compliance. In reply, CPC explained that we have given 4 months for transition and will only resort to discipline for members showing consistently non-compliant behaviour. CPC believes that some form of discipline is necessary to ensure consistent application of rules for the greater good, i.e. safety and well-being of our employees. CPC further said that 90% of the employees comply and that CPC has received only a few cases. CPC's purpose is to instill positive behaviour and a conducive environment for a safer workplace.

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CUPW asked CPC on the status of the high visibility tearaway vests for Group 1 employees. They haven't heard any update on the availability of the vests. CUPW suggested that if we cannot arrange tearaway vests then high visibility T-Shirts is another viable option which can be discussed between the parties. CPC said that they would contact the national uniform committee for the update on the tearaway vests.

Action Items:

1. CPC to share the joint risk assessments completed on safety rules
2. CPC to update CUPW on the status of high visibility tearaway vests

16. C-52 Carts

CUPW shared that they have received complaints and a suggestion regarding the C-52 depot carts. The complaints revolve around steep ramps angles at the newly renovated sites making it difficult to control and that no training is being given to new hires. CUPW recommended installing a brake to stop the cart motion. CPC said that they carried a proper study with Real Estate on the improvements of ramps, including the pull force requirement, suitable surfaces and angles back in 2015-2016. After the study, CPC revised measurements and rebuilt the ramps. CPC will share the report, permissible ramp angle details and discuss it further at the next committee meeting.

On the training element of the issue, CPC said that training and job-aid are available. The new hire has to inform the supervisor of his training needs for the training, and the supervisor is responsible for promptly providing the training.

Action Items:

1. CPC to share the study conducted with Real Estate on ramps
2. CPC to share the permissible ramp angle details with CUPW

17. Article 34 – Uniform and Protective Clothing | Sept-Iles post office

CUPW requested to add Sept Iles office to the listing of offices being provided with clothing entitlement under the Memorandum of Agreement cited in Appendix "C," paragraph 2 concerning clause 34.01 – Table 4, type 2: Clothing Entitlement Mail Handlers and Postal Clerks and Dispatchers working in Dock Areas.

CPC responded that they would update the committee after discussing with internal stakeholders and the uniform committee.

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18. The roster for Investigators | Bill C-65

Guest: *Leah Lewis*

CPC updated the committee on the list of investigators added to the roster. The first phase of investigator finalization is complete, and 18 investigators have been added in the roster. In the second phase, CPC are jointly with CUPW reviewing profiles for more investigators, which will be added later.

Action Items:

1. CPC to share the names of the investigators finalized in the first phase

19. Resolution Process & Procedural documents | Bill C-65

Guest: *Leah Lewis*

CPC shared that the procedural documents and resolution process has been reviewed on ad hoc meetings of the working group, including committee members and some via emails. The conflict resolution process was updated in Nov'2020. So far, six documents have been reviewed, and management will share the committee's list of documents. Three documents were sent last week, and committee feedback is awaited.

CUPW highlighted that there is only one process to follow as per the new legislation, whereas CPC has created two processes – first, an informal process and second, a formal process. CUPW agrees that this will extend the resolution timeline and doesn't agree to include an informal process. CPC explained that the informal process is internal. The purpose is to resolve minor conflicts related to interpersonal issues as they usually don't meet the legislation's threshold to declare as a conflict. CUPW maintains that the regulations for the prevention of violence and harassment in the workplace provide for a single dispute resolution mechanism that includes a rapid resolution step between the parties.

On the "designated recipient," CUPW objected to the appointment of only one internal recipient. CUPW suggested having two designated recipients, one internal and the other external. This will help ensure fairness, remove any conflict of interest, and improve the complainant's confidence in the process, and this has been suggested in section 14 of the IPGs. CUPW further requested to have another review meeting on the new violence and harassment policy. CPC requested the committee to share their areas of concern, which require adjustments. CPC will circle back to the committee with responses.

Action Items:

1. CPC to share the reviewed document with CUPW
2. CUPW to review the three documents sent last week
3. CUPW to share the concerns on the new policy

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20. 2021 Meeting Dates

Thursday, Feb 18, 2021 – 09:00 – 12:00
Wednesday, April 28, 2021 – 09:00 – 16:00
Thursday, June 17, 2021 – 09:00 – 16:00
Thursday, Sept 9, 2021 – 09:00 – 16:00
Wednesday, Nov 10, 2021– 09:00 – 16:00

Meetings Held in 2020:

February 19 (X)	April 17 (X) May 14 (X)	June 17 (X)	September 17 (X)	November 26 (X) December 8 (X)
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