

## **Module 5 – Education & Training**

### **Difference between education and training**

#### **Education and training topics**

#### **Employer and worker duties**

#### **What does successful education and training look like?**

#### **Who should provide the education and training?**

### **Is there a difference between education and training?**

Education and training can be thought of as two separate parts.

- ❖ **Education** refers to general or portable information such as how WHMIS works and the hazards of the products.
- ❖ **Training** refers to the site- and job-specific information to employees that will cover your workplace's procedures for storage, handling, use, disposal, emergencies, spills, and what to do in unusual situations.

### **Who should receive this education and training?**

In Canada, if a workplace uses hazardous products, there must be a WHMIS program in place. Workers must be educated and trained so they understand the hazards, and know how to work safely with hazardous products.

All workers who work with a hazardous product, or who may be exposed to a hazardous product as part of their work activities must learn about the hazard information for these products.

As an example, this education and training will include all workers who:

- ❖ May be exposed to a hazardous product due to their work activities (including normal use, maintenance activities, or emergencies).
- ❖ Use, store, handle or dispose of a hazardous product.
- ❖ Supervise or manage workers who may be exposed, or use, store, handle or dispose of a hazardous product.
- ❖ Are involved in emergency response.

### **What topics should be covered?**

Examples of topics that should be covered during education and training include:

- ❖ The information on both the supplier label and workplace label, and what that information means.
- ❖ The information on the Safety Data Sheet (SDS) and what that information means.
- ❖ The procedures required for safe use, handling and disposal of a hazardous product.
- ❖ All procedures that must be followed in an emergency that involves the hazardous product.

## **What are the employer duties?**

All Canadian jurisdictions currently require that employers develop, implement, and maintain a worker WHMIS education and training program. This education and training is required for hazardous products workers work with, or for products that workers may be exposed to at work

Employers are also expected to consult with the health and safety committee (or representative) when developing, implementing or reviewing the education and training programs.

In addition, the employer must review their overall WHMIS education and training program, at least annually or more often if there is a change in work conditions, hazard information or similar. This review should be done in consultation with the health and safety committee or representative.

Refresher education and training is generally required:

- ❖ As needed to protect the worker's health and safety.
- ❖ If conditions of the workplace have changed.
- ❖ If new products are introduced.
- ❖ If the products have changed and now have different hazards.
- ❖ When new hazard information becomes available.
- ❖ If there is new information about safe use, handling, storage or disposal.

## **What are the worker duties?**

Workers must participate in the education and training sessions, and follow the safe work procedures established by their employer.

## **Briefly, what does successful education and training look like?**

Workers should be able to answer these questions for every hazardous product they work with:

- ❖ What are the hazards of the product?
- ❖ How do I protect myself from those hazards?
- ❖ What do I do in case of an emergency?
- ❖ Where can I get further information?

## **Who should provide the education and training?**

The legislation places the obligation for education and training with the employer, and it outlines the minimum requirements for education and training. This education and training may be provided by the employer, or by a qualified person or agency that the employer has chosen. Regardless of who delivers the education and training, employers remain legally responsible to ensure the protection of workers.