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| **Quiz: Resolution of Work Refusals - Supervisor Training** |
|  **Name:** |       | **Training Date:** |       | **Employee #:** |       |
| **Position:** |       | **Department:** |       |

**Please read the following instructions carefully.** By using the information provided in the presentation material, the following training quiz must be completed and returned to Health & Safety:

**Email:** safety@uwindsor.ca

**Fax:** 519-971-3671

By completing this evaluation, I acknowledge that I have read and understand the information that has been provided to me in the presentation material.

 **Check the correct answer for the following 10 questions.**

1. The “Internal Responsibility System”:

|  |  |  |
| --- | --- | --- |
| [ ]  | a. | refers to a structure within an organization where everyone has a role in health and safety. |
| [ ]  | b. | should be used to resolve health and safety concerns in the workplace. |
| [ ]  | c. | is based on the principle that people in the workplace are the most knowledgeable to recognize, assess, and control hazards in the workplace.  |
| [ ]  | d. | all of the above. |

1. Supervisor Responsibilities outlined in Section 27 of the Occupational Health and Safety Act include:

|  |  |  |
| --- | --- | --- |
| [ ]  | a. | being held responsible if equipment breaks during normal use. |
| [ ]  | b. | ensuring workers work in a safe manner and use the required personal protective equipment. |
| [ ]  | c. | preparing a written occupational health and safety policy. |
| [ ]  | d. | all of the above. |

1. The term “Due Diligence” refers to the Supervisor responsibility of taking every precaution reasonable for the protection of a worker.

[ ]  TRUE [ ]  FALSE

1. All workers in Ontario may refuse work if they:

|  |  |  |
| --- | --- | --- |
| [ ]  | a. | believe the job they are performing is unsafe |
| [ ]  | b. | believe the physical conditions of the workplace are unsafe |
| [ ]  | c. | believe they are in danger of workplace violence |
| [ ]  | d. | all of the above |

1. Procedures for the work refusal process can be found in University of Windsor procedure OHS-4.5.2 Work Refusal.

[ ]  TRUE [ ]  FALSE

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1. Supervisors can decrease the risk of a work refusal by:

|  |  |  |
| --- | --- | --- |
| [ ]  | a. | encouraging hazard reporting from staff and providing timely feedback. |
| [ ]  | b. | ensuring the health and safety monthly newsletter is posted in the work area. |
| [ ]  | c. | responding to worker safety concerns and initiating corrective action as soon as possible. |
| [ ]  | d. | a. and b. |
| [ ]  | e. | a. and c. |

1. As a Supervisor, if I receive a report of a work refusal, I should **immediately**:

|  |  |  |
| --- | --- | --- |
| [ ]  | a. | ensure the worker stays in a safe place |
| [ ]  | b. | arrange for an investigation with the worker, the worker member of the Central Safety Committee, and a union representative, if applicable. |
| [ ]  | c. | notify a representative from Health & Safety. |
| [ ]  | d. | all of the above. |

1. After the work refusal investigation, if the Supervisor agrees that the work is unsafe:

|  |  |  |
| --- | --- | --- |
| [ ]  | a. | the worker returns to work. |
| [ ]  | b. | the Ministry of Labour is notified. |
| [ ]  | c. | corrective action is initiated and an action plan is drafted by the Supervisor and Worker, including timelines for completion. |
| [ ]  | d. | all of the above. |
| [ ]  | e. | none of the above. |

1. If the Supervisor does not agree that the work is unsafe after the investigation, the work refusal proceeds to Stage 2, and the Ministry of Labour is called to investigate and give a decision.

[ ]  True [ ]  False

1. During the Stage 1 investigation, refused work may be offered to another worker if the second worker is informed of the work refusal and the reasons for it, in the presence of a co-worker in the same department.

[ ]  True [ ]  False