



# An Introduction to the Canada Labour Code Part II

## Course Overview:

Workplaces under federal jurisdiction must comply with the Canada Labour Code Part II. This course introduces participants to this important health and safety legislation and explains the health and safety practices and processes that must be followed in order to comply with legal requirements.

## Who Should Take the Course?

Every person in the workplace, including employers, managers, supervisors, and employees, must understand their legislated rights and responsibilities. If the workplace falls under federal jurisdiction, all workplace parties should be educated about the Canada Labour Code Part II. This training is of particular importance to those who hold management or supervisory positions, and to management or non-management employees who are members of workplace committees or who serve as health and safety representatives.

## Course Objectives:

Upon completion of the course, participants should be able to:

- Find information readily within the Code and understand the terminology
- Know the general and specific duties of employers
- Understand the duties and rights of employees, including the Right to Refuse
- Identify the roles and responsibilities of health and safety representatives, health and safety committees, and policy committees, and the rules and processes related to their functions
- Identify the responsibilities and powers of a health and safety officer and understand the appeals process, including offenses and punishments

## Evaluation Process:

An essential component of any training experience should be mandatory testing to confirm that participants understand the material. This course is presented in 5 modules. At the end of each module, individuals must pass a test to verify knowledge transfer. Those who do not obtain 100% on a test may review module content and try again. There is no limit on the number of re-tests but test questions are selected randomly from a test bank to ensure that each testing experience is unique.

***Upon successful completion of all modules, participants can download/print a CERTIFICATE OF COMPLETION. This document includes the participants name and the date of training.***

## Course Duration:

This online learning experience is self-paced, allowing each participant to progress in the manner that best suits their learning style and pre-existing knowledge of course material. Participants can exit the course area at any time and can resume where they left off. Most participants will be able to complete their training in less than 2 hours.