Safety First:
Work Refusal Procedure

Every worker has the right to refuse work with unusual danger

Definition: "Unusual danger" means a dangerous situation or task that is not normal in a worker's regular day-to-day work. It is a situation where workers may not have the appropriate training or knowledge to help them stay safe while completing a task. When a worker experiences unusual danger, they have the right to refuse work by following the work refusal process. See the *Occupational Health and Safety Regulations* Section 13 for more information.

What does that mean?

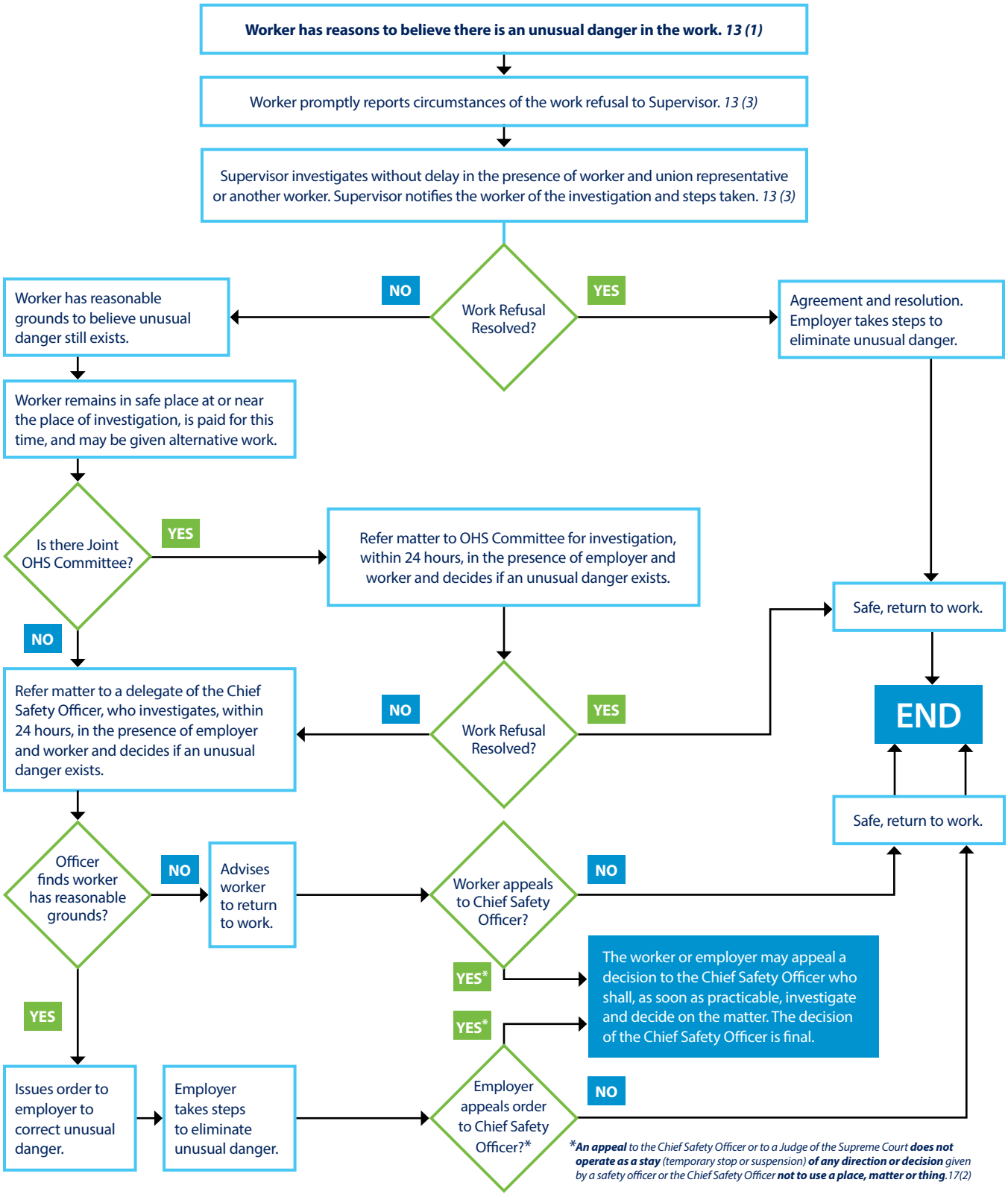
- No one should do work that they have not been trained to do properly or safely.
- If a work situation puts a worker or those around them in unusual danger, they have the right to refuse that work. The first step is always to inform their Supervisor.
- If a worker does not have the required training to do the work, they have the right to follow the work refusal procedure until they receive appropriate training or the unsafe situation is resolved.

Work Refusal Steps:

1. Stop work and report immediately to Supervisor;
2. Supervisor begins investigation immediately with the worker and either another worker, safety committee member, or union representative;
3. Reporting workers should participate, but stay a safe distance from the investigation site;
4. The employer takes steps to eliminate the unusual danger;
5. Supervisor notifies the worker of the investigation results and the steps taken to correct the danger;
6. The worker agrees and returns to work; **or,**
7. If the unusual danger still exits, the matter is referred to the safety committee within 24 hours;
8. If the matter is still not resolved, report it to the WSCC's Chief Safety Officer who will assign a Safety Officer to investigate within 24 hours;
9. The Safety Officer will issue directions to employer to correct unusual danger if the Safety Officer finds that they have reasonable grounds to believe there exists unusual danger;
10. Employer takes steps to either get rid of the unusual danger, or to put safety measures in place to make the work safe for the employee to continue;
11. Once everyone is satisfied that unusual danger no longer exists, the worker can return to work.

0322

Work Refusal Steps - Northwest Territories and Nunavut *Safety Act*



0322