

Workplace Inspections

Course Overview:

Workplace Inspections is designed for workplaces that must adhere to provincial/territorial occupational health and safety (OHS) laws and regulations. The course identifies the inspection responsibilities of various workplace parties, describes the workplace inspection process, and provides practical workplace inspection strategies

Who Should Take the Course?

This course is appropriate for all members of the workplace including employers, managers, supervisors and workers.

Course Objectives:

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

- Identify common types of workplace inspections including the regular, scheduled inspections which are the focus of this course
- Recognize that workplace inspections are an essential part of an effective health and safety program and that workplace inspections are required under OHS laws
- Know the workplace inspection responsibilities of the employer, the JHSC/health and safety representative, and the worker
- Understand each step in the workplace inspection process
- Explain the factors to consider when developing inspection procedures and schedules
- Describe the types of information that should be reviewed by workplace inspectors in preparation for the actual inspection
- Identify tools that should be provided to those conducting workplace inspections, including workplace inspection checklists and diagrams
- Recognize common types of workplace hazards and describe the types of things that inspectors should be looking for during the inspection
- Understand practical strategies related to the performance of effective inspections including the type of questions to consider during the inspection and inspection ‘DOs and DON’Ts’
- List the types of information that must be included in the workplace inspection report
- Identify ways to ensure that corrective actions are monitored

Evaluation Process:

This is a two-module course. At the end of each module, participants must pass a multiple choice test to verify knowledge transfer. Participants that do not pass the test must review the module and try again. Test questions are randomly selected from a ‘test bank’ to ensure that each testing experience is unique. To complete the course each participant must obtain 100% on each module test.

Upon successful completion of testing participants can download/print a dated CERTIFICATE OF COMPLETION

Course Duration:

This online course is self-paced. Each participant moves through screens of information and learning activities at the pace that best matches their learning style, previous knowledge of subject matter, and time constraints. On average, the course will take 1-2 hours to complete.