

# UVic Joint Safety Committees Guidelines for Educational Leave Entitlement

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UVic Local Safety Committee (LSC) and University Safety Committee (USC) members are entitled to an annual educational leave of up to 16 hours for the purposes of attending approved occupational health and safety training in accordance with the [Workers' Compensation Act \(Section 41\)](#). This educational leave can be exercised by any LSC or USC member, **additional** to the required training provided by Occupational Health, Safety & Environment (OHSE) **new** committee members.

Approved WorkSafeBC (WSBC) courses are those offered by the [BCFED Health and Safety Centre](#)

committee employee  
interest

## Procedure to Request Approval to Attend Training

- x Committee members should first discuss courses that they wish to attend with their LSC or USC and seek agreement from their committee that the course is acceptable for the purposes of the entitlement. Committee members may use the [OHSE](#) [Form 1](#) (P.011 T 7.696 r7g(it)-2.9 (t)7.8 (e))

## Costs to Attend Training

- x It is the responsibility of the committee member to ensure that the employee is on leave without loss of pay to the employee, and to cover the reasonable costs of attending the course.

If a committee member's request to attend training is in dispute with respect to costs reimbursement, the member should refer the matter to the University Safety Committee.

Safety Committee