



Public Service Alliance of Canada
Alliance de la Fonction publique du Canada

2009 PSAC NATIONAL HEALTH AND SAFETY CONFERENCE

“WORKPLACE ALLIANCES FOR HEALTHY ENVIRONMENTS”

- REGULATE – AGITATE – ENFORCE -

July 2009

To: PSAC Locals

REGISTRATION DEADLINE (for both delegates and observers) :	Friday, August 21, 2009 4:00 p.m. EST
RESOLUTIONS SUBMISSION DEADLINE :	Friday, August 7, 2009 4:00 p.m. EST
CONFERENCE DATES:	November 20 to 22, 2009
CONFERENCE LOCATION:	Sheraton Hotel Montreal, Quebec

INTERPRETATION WILL BE PROVIDED IN THREE LANGUAGES
(English, French, Inuktitut)

This Registration Package includes the following:

- Introduction/Callout Letter
- Application Form
- Call for Resolutions

We are pleased to be sending you this Registration package for the **2009 PSAC National Health and Safety Conference**, which will be held November 20 to 22, 2009 at the Sheraton Hotel in Montreal, Quebec under the theme **“WORKPLACE ALLIANCES FOR HEALTHY ENVIRONMENTS: REGULATE – AGITATE – ENFORCE ”**

We encourage you to personally inform the members of both Policy Health and Safety Committees and Local Workplace Health and Safety Committees, appointed Health and Safety Representatives, and/or Health and Safety activists in your Local to ensure they are made aware of this conference. Bulletin boards may not always be accessible and additional outreach is very important.

This registration package is available on request in Braille and/or on CD (MS Word) through the PSAC Programs Section by contacting us at 613-560-5457.

CONFERENCE OBJECTIVES

The objectives of the 2009 PSAC National Health and Safety Conference are to:

- Examine the current state of enforcement of health and safety legislation in order to develop union-based strategies that will better protect workers.
- Strengthen the ability, knowledge and effectiveness of all PSAC activists on union and joint health and safety committees to better mobilize members around workplace issues.
- Increase the involvement of health, safety and environmental activists in the “Think Public” campaign and to join with coalitions working to defend and advance our rights.
- Better identify harassment and discuss what makes harassment a health and safety issue and propose specific preventive measures and responses that unions can take to prevent and deal with harassment at work.
- Make the connections between “The Environment” and health and safety, and propose actions that Locals and health and safety activists can do about “The Environment” in their workplaces and communities.

PARTICIPANTS

1. Delegates

PSAC members in good standing may apply to be a delegate to this Conference. Priority will be given to those union activists who are members of Policy Health and Safety Committees or Local Workplace Health and Safety Committees, or are appointed as Health and Safety Representatives for their workplaces, or their locals/branches. The selection of delegates will take into account union and health and safety activism, as well as representation (Region, Component, language, gender, youth and other equity group representation).

Delegates will be selected by their respective Regions and Components. The delegates will be entitled to full voice and vote during the conference, including the resolutions and elections processes.

Funding for Delegates:

Delegate costs to the 2009 PSAC National Health and Safety Conference will be fully covered as per AEC decision and the PSAC Travel Directive. Costs covered are as follows:

- travel costs, including ground transportation;
- hotel accommodation costs at the Sheraton Hotel in Montreal;
- loss of salary;
- per diem for meals;
- incidental costs;
- child care as per the Family Care Policy;
- costs related to accessibility requirements.

2. Observers

PSAC members in good standing may also attend the 2009 PSAC National Health and Safety Conference as observers; however, observers will be responsible for all costs associated with their participation, including:

- loss of salary and meals;
- hotel and travel arrangements and costs;
- the conference registration fee of \$150.00;
- any additional accessibility needs and childcare arrangements (subject to meeting deadline requirements).

Please note that the number of Observers will be limited to the space available at the Conference. They will have voice only during the discussion period after panel presentations. They may attend workshops, if space permits, but we may not be able to accommodate their 1st option. **Observers do not have the right to voice or vote during the resolutions debate and elections processes.**

3. Guests

Members of the PSAC National Board of Directors are eligible to attend the Conference as guests.

SELECTION OF DELEGATES AND OBSERVERS

If you are selected as a delegate or an observer to this conference, you will be advised by email and/or telephone during the last three weeks of September 2009.

DEADLINE TO APPLY FOR BOTH DELEGATES AND OBSERVERS IS AUGUST 21, 2009, 4:00 p.m. EST

For further information or assistance:

- Call (613) 560-5457. Leave a message and someone will get back to you within 24 working hours.
- You may also contact Jeff Bennie, the PSAC Health and Safety Program Officer by email at benniej@psac-afpc.com or Michelle Rossignol, Administrative Assistant by email at conferences@psac-afpc.com
- The fax number is (613) 236-9402

We look forward to the upcoming 2009 PSAC National Health and Safety Conference and see it as an opportunity for our members to continue the important work of maintaining and improving the militancy and activism of the Union in the struggle to improve the health and safety and working conditions of all PSAC members.

Please consult the PSAC website (www.pfac-afpc.com) periodically as background conference material will be posted as soon as it becomes available.

Thank you for your cooperation and support.

In Solidarity,

Kay Sinclair
REVP - B.C.

Gerry Halabecki
REVP - Ontario

2009 PSAC National Health and Safety Conference Co-Chairs

cc: National Board of Directors
Component National Officers and Head Offices
Regional Offices
Area Councils
Equal Opportunities Committee (EOC)
National Aboriginal Peoples' Circle (NAPC)
Regional Committees
Regional Council Members
PSAC Management Team



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APPLICATION FORM

2009 PSAC NATIONAL HEALTH AND SAFETY CONFERENCE

“WORKPLACE ALLIANCES FOR HEALTHY ENVIRONMENTS”

- REGULATE – AGITATE – ENFORCE -

REGISTRATION DEADLINE (for both delegates and observers) :	Friday, August 21, 2009 4:00 p.m. EST
RESOLUTIONS SUBMISSION DEADLINE :	Friday, August 7, 2009 4:00 p.m. EST
CONFERENCE DATES:	November 20 to 22, 2009
CONFERENCE LOCATION:	Sheraton Hotel Montreal, Quebec

You may **complete the registration form:**

- **on-line** on the PSAC Web site (www.psic.com) under the heading “News (on the left hand side) followed by “Convention/Conferences” (on the right hand side). (Please note: **If you apply on-line, you will receive a confirmation number that your application form has been received successfully;** or
- **by fax** at (613) 236-9402; or
- **by regular mail at:**
2009 PSAC National Health and Safety Conference
Public Service Alliance of Canada
Programs Section
233 Gilmour Street, Suite 901
Ottawa, Ontario K2P 0P1

APPLICATIONS RECEIVED AFTER THE DEADLINE WILL NOT BE ACCEPTED.

If you are mailing your application, ensure that it is sent well in advance of the deadline.
Two to three weeks is strongly recommended.

- If you have any questions with respect to the application form or the Conference, call (613) 560-5457. Please leave a message and someone will respond to your inquiry within 24 working hours.
- You may also contact Michelle Rossignol, Administrative Assistant, Programs Section by email at conferences@psac-afpc.com.
- The fax number is (613) 236-9402

APPLICATION FORM
2009 PSAC NATIONAL HEALTH AND
SAFETY CONFERENCE
“WORKPLACE ALLIANCES FOR HEALTHY
ENVIRONMENTS”
- REGULATE – AGITATE – ENFORCE -

Please ensure that you answer all the questions on the registration form to avoid any delay in processing your application.

PERSONAL INFORMATION

(choose only one)

I am applying as a delegate

I am applying as an observer

OBSERVER STATUS

If you are not selected as a delegate to the Conference, do you want to be considered as an Observer to the Conference?

(Please remember that observers are individually responsible for securing all costs associated with their participation).

Yes No

Last name: _____

First name: _____

PSAC Membership #: _____

Mailing address: _____

City: _____

Province or Territory: AB NS QC
 BC NT SK
 MB NU YT
 NB ON
 NL PEI

Postal Code: _____

Contact numbers

*If you are selected as a delegate or an observer, we will be contacting you by e-mail or telephone (if no email is provided). This will be followed by regular mail. Therefore, please provide us with the e-mail address and telephone number **where you can be reached during the last three weeks of September 2009***

Work Telephone Number _____

Home Telephone Number _____

Telephone (other) _____
 Fax Number: _____
 Work E-mail Address _____
 Home E-mail Address _____

Component or
 Directly Chartered Local: AGR UNDE
 CEIU UNW
 CIU UPCE
 UEW USGE
 GSU UTE
 NAT UVAE
 NEU YEU
 NHU Directly Chartered
 NRU Local (*please specify*)
 UCTE _____

Local Number (if known): _____

Region: Atlantic Ontario
 British Columbia Prairies
 National Capital Region Quebec
 North

LANGUAGE PREFERENCE:

English French Inuktitut

FOCUS GROUP/WORKSHOPS

Participants will take part in a focus group and workshops during the conference.

The primary objective of the focus group and workshops is to develop the Union’s agenda, including various strategies in regards to the issues being discussed. Participants will be encouraged to share with the group their particular experiences and knowledge.

Please indicate your order of preference for the different workshops by marking the number of your preferences in the box beside the description of the workshop: *1-first choice and 2-second choice*.

Please note that

- Every attempt will be made to respect your preferences.
- You may be assigned to participate in a bilingual workshop (with simultaneous interpretation).

Enforcement of Health and Safety in the Workplace

This workshop will look at and discuss the present level of enforcement, or lack thereof, with respect to health and safety legislative and regulatory requirements in the workplace. Participants will be encouraged to provide examples of problems that they have encountered with the lack of enforcement of health and safety in their workplaces.

The workshop will also look at the impact of the deregulation of health and safety standards in the workplace, and how the move to employer self-regulation has weakened health and safety protections in the workplace.

Workshop participants will discuss and debate these issues and propose union actions to ensure proper enforcement of health and safety protections in the workplace.

Choice:

- 1
- 2

Getting the Most Out of Joint Health and Safety Committees

What's an Activist to Do?

This workshop will look at the stated and hidden goals of joint health and safety committees, from the perspective of the several 'players' involved in workplace health and safety. Workshop participants will discuss what activists can do to make joint health and safety committees more useful to workers and their unions.

This workshop will also look at opportunities for membership mobilization around health and safety and ways of adapting other tools that could be used in mobilizing PSAC members.

Choice:

- 1
- 2

All participants will also be participating in a focus group which will deal with enforcement of environmental standards in Canada entitled "Protecting the Environment".

This focus group will look at the current state of enforcement of environmental laws and regulations in Canada, and how deregulation and industry self-regulation has led to a degradation of the environment in Canada.

Focus group participants will discuss and debate the importance of public services in protecting the environment, and help set the union agenda to fight for proper enforcement of environmental protections in Canada.

ACCOMMODATION FOR YOUR DISABILITIES

The PSAC Accommodation Policy for delegates at PSAC Conferences strives to ensure that conferences are barrier-free for delegates with disabilities. When applying, members are required to specify their accommodation needs in order to facilitate their participation at this conference. *Follow-up contact will be made for any clarification.*

1. Do you self-identify as a member with a disability?

- Yes No

2. If yes to the above question, then what are the functional limitations arising from your disability? (You do not need to disclose your diagnosis).

3. Do you require documentation in alternative media?

- CD
 18 Font
 Other (please specify): _____

4. Do you require sound amplification?

- Yes No

5. Do you require

- Sign language?
 Oral interpreter? (for persons who have a hearing disability)
 Reader? (for persons who have a visual disability)

6. If not indicated above, please list suggestions for accommodating your functional limitations.

You may be required to provide relevant medical documentation that will assist us to respond to your request. This information will not be disclosed except where necessary to respond to your request for accommodation.

SPECIAL DIETARY REQUIREMENTS OR ALLERGIES

1. Do you have any dietary requirements or any allergies that we should be aware of?

- Yes No

2. *If yes, please specify:*

- Chemical sensitivity:* _____
- Nut allergy:* _____
- Food restriction:* _____
- Other:* _____

ON-SITE CHILDCARE FOR DELEGATES

The objective of the PSAC Family Care Policy is to remove one of the barriers which prevents delegates from participating fully in Union activities and which provides for the reimbursement of family care expenses. A copy of the policy is available through any of the PSAC Regional Offices.

If there are any requests by delegates, on-site childcare will be provided at the conference for the activities outlined in the agenda.

Do you require on-site childcare?

- Yes No

If yes, for how many children?: _____
Ages of the children: _____

** We will follow-up for additional information.

HOTEL ACCOMMODATION

The PSAC has reserved a block of rooms at the Sheraton Hotel. This hotel is unionized and accessible. **Please note that the Sheraton Hotel is a 100% smoke-free environment.**

If selected as a delegate, which of the following would you require at the hotel?

- Wheelchair accessible room
- Room with only 1 bed
- Room with 2 beds
- Special cleaning requirements (Please specify)

Other (Please specify)

PARTICIPANT PROFILE

To ensure that the conference responds to the needs of our members, we invite you to respond to the following questions:

1. Is this your first PSAC Conference?

Yes No

2. Have you recently attended other PSAC/Components/Directly Chartered Locals Conferences or functions?

Yes No

If yes, what other PSAC/Component/Directly Chartered Local Conferences or functions have you attended recently?

3. In the last two years, have you attended a PSAC or Component education course?

Yes No

If yes, what courses have you attended in the last two years?

4. Have you attended a PSAC/Component/Regional Convention?

Yes No

5. Are you a member of a Joint Policy Health and Safety Committee?

Yes No

6. Are you a member of a Joint Workplace Health and Safety Committee or a Health and Safety Representative?

Yes No

7. *As a delegate to the 2009 PSAC National Health and Safety Conference, could you please tell us how this experience would lead to Union action in your workplace, your Local and in your Component nationally? (in 150 words or less)*

EQUITY GROUP IDENTIFICATION

PSAC members who belong to the following groups are invited to self-identify. This information is voluntary and kept confidential and will be used for the purposes of supporting our equity initiatives and programs. Please check all that apply.

- Woman
- Person with a Disability
- Aboriginal Person
- Racially Visible Person
- Gay/Lesbian/Bisexual/Trans person
- Young Worker (30 yrs and under)

May we add your name and contact information to one or more of our respective PSAC Equity contact lists? If yes, this information may be shared with different structures of the union in support of our human rights work.

- Yes No

Thank you for completing the application form.



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- REGULATE – AGITATE – ENFORCE -

CALL FOR RESOLUTIONS

**THE DEADLINE FOR SUBMISSION OF RESOLUTIONS IS
Friday, August 7, 2009, 4:00 p.m. EST**

Preparations for the 2009 PSAC National Health and Safety Conference to be held in Montreal from November 20 to 22, 2009 are well underway.

CONFERENCE OBJECTIVES:

The objectives of the 2009 National Health and Safety Conference are:

- Examine the current state of enforcement of health and safety legislation in order to develop union-based strategies that will better protect workers.
- Strengthen the ability, knowledge and effectiveness of all PSAC activists on union and joint health and safety committees to better mobilize members around workplace issues.
- Increase the involvement of health, safety and environmental activists in the “Think Public” campaign and to join with coalitions working to defend and advance our rights.
- Better identify harassment and discuss what makes harassment a health and safety issue and propose specific preventive measures and responses that unions can take to prevent and deal with harassment at work.
- Make the connections between “The Environment” and health and safety, and propose actions that Locals and health and safety activists can do about “The Environment” in their workplaces and communities.

The resolutions should be aimed at strengthening and improving the Union’s work on health and safety issues and at advancing our objectives.

Resolutions will be discussed, debated and voted on at the Conference and then subsequently submitted to the appropriate bodies including the next PSAC Triennial Convention in 2012.

- The traditional resolutions process will be utilized for the 2009 PSAC National Health and Safety Conference (i.e. resolutions committee, debate at the Conference).
- All PSAC constitutionally recognized bodies and union structures will be entitled to forward resolutions to the 2009 PSAC National Health and Safety Conference.
- Only five (5) resolutions per body/structure will be accepted.
- Please limit your resolution to a maximum of 150 words.

Should you have any questions regarding the resolutions process, please contact Jeff Bennie, the PSAC Health and Safety Program Officer by email at benniej@psac.com.

In Solidarity,

Kay Sinclair
REVP - B.C.

Gerry Halabecki
REVP - Ontario

2009 PSAC National Health and Safety Conference Co-Chairs

In a Resolution that was adopted by the NBoD in June 2006, resolutions that are being submitted for the PSAC Triennial Convention will be accepted in either the traditional format or in a clear language format. Therefore either of the following resolution formats may be used in order to submit resolutions for the 2009 PSAC National Health and Safety Conference

The following is a **sample resolution** reproduced in both the Traditional format and the Clear Language format:

TRADITIONAL FORMAT

TITLE: SCENT FREE POLICY
ORIGINATOR: UVAE – LOCAL 0043
LANGUAGE OF ORIGIN: E

WHEREAS employees should have the right to work in a scent free/chemical free environment and should not have to become sick at work because some of the products used by other employees are too strong and are making them ill: and

WHEREAS many employees experience severe reactions to various scented products including perfume and aftershave; and

WHEREAS not having clean air to breathe in their working environment is a Health and Safety issue; and

WHEREAS with a scent free working environment, all employees could breathe easier;

BE IT RESOLVED THAT the Federal Government of Canada establish a scent free policy for all Government Offices.

CLEAR LANGUAGE FORMAT

TITLE: SCENT FREE POLICY
ORIGINATOR: UVAE – LOCAL 0043
LANGUAGE OF ORIGIN: E

THE PROBLEM OR ISSUE:

Employees should have the right to work in a scent free/chemical free environment and should not have to become sick at work because some of the products used by other employees are too strong and are making them ill.

Many employee experience severe reactions to various scented products including perfume and aftershave.

Not having clean air to breathe in the work environment is a Health and Safety issue and with a scent free work environment, all employees could breath easier.

THE ACTION REQUESTED:

That the Federal Government of Canada establish a scent free policy for all Government Offices.