

Ontario Ministry of Labour (MOL)-- Investigations

An investigation will be performed when a critical injury has been reported by any of the following individuals:

- Police/Fire/Ambulance
- Employer (or representative)
- Supervisor
- Employee
- Security

Critically injured means an injury of a serious nature that,

- Places life in jeopardy;
- Produces unconsciousness;
- Results in substantial loss of blood;
- Involves the fracture of a leg or arm but not a finger or toe;
- Involves the amputation of a leg, arm, hand or foot but not a finger or toe;
- Consists of burns to a major portion of the body; or
- Causes the loss of sight in an eye.

When performing an investigation, the MOL Inspector will want to review the following general factors:

- Shown all due care
- Foreseen risks
- Addressed risks and hazards
- Assessed training
- Documentation (Records)

When performing an investigation, the MOL will review the following specific factors:

- Nature and gravity of the adverse effects
- Legislative and regulatory compliance
- Foreseeability
- Industry standards
- Alternative solutions available
- Efforts made to address the problems
- Promptness of the response
- Complexities involved
- Matters beyond the control of the accused including technological limits
- Preventative systems
- Skill level of the accused
- Economic considerations
- Actions of officials

Documentation Reviewed by the MOL

- Policies & Procedures
- Record Keeping
- Equipment & Facilities
- Safety Systems
- Training
- Supervision
- Visible Compliance

Documentation -- Policies & Procedures -- What is the MOL looking for?

- Specific
- Up-to-date
- Are they carried out
- Are they maintained
- Are there written Standard Operating Procedures (SOP's)/Job Task Analysis (JTA) for those jobs/tasks that could be high risk?

Documentation -- Record Keeping -- What is the MOL looking for?

- Maintenance/blueprints/inventories
- Department Safety Meeting Minutes
- Inspection Reports
- Accident/Incident/Exposure Reports
- Training Assessments
- Disciplinary Action

Documentation -- Equipment & Facilities -- What is the MOL looking for?

- Guarding
- Preventative Maintenance
- Regulatory Standards Met – CSA, ANSI
- Used Properly
- Industry Standards
- Inspected/Assessed

Documentation -- Safety Systems -- What is the MOL looking for?

- Lockout/Tag out
- Guarding and Barriers
- Confined Space Entry
- Emergency Preparedness
- Personal Protective Equipment

Documentation – Training -- What is the MOL looking for?

- Training Program Developed
- Are Workers Trained
- Specific Tasks Developed
- Adequate
- Understood by Employees
- Documentation of Training
- Assessment Processes Developed

Documentation – Supervision -- What is the MOL looking for?

- Rule Enforcement
- Workers Informed of Hazards
- Rules & Procedures Reviewed
- Workers Observed/Trained
- Follow up Processes

Documentation -- Visible Compliance -- What is the MOL looking for?

- History of Compliance
- Supervisory/Worker Compliance
- Outstanding Orders
- Past Performance
- Proactive or Reactive in Prevention

Need help? Contact Cate Drum, EHS Officer, Ryerson University

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