

Standardized Contractor Safety Training for the Mining Sector Frequently Asked Questions November 2018

Standardized Contractor Safety Training provides a cost-effective solution to training and certification and a means to efficiently verify that each individual contractor on-site holds a current Saskatchewan Polytechnic safety training certification to a standard validated by Saskatchewan Mining Association member companies.

Safety training that meets the required standards will be offered through classroom instruction and online training and testing locations throughout the province. Online programming will be delivered by Saskatchewan Polytechnic and evaluated through an online testing process.

Approved testing sites will be at Saskatchewan Polytechnic campuses as well as sites at other approved third-party training providers. Classroom instruction and evaluation will be conducted by the Saskatchewan Polytechnic at its four locations as well as by approved third-party training providers throughout the province.

1) What issue is this program addressing?

- To establish common provincial training standards for all contractors employed at SMA member companies
- To assure consistency of safety training across contractors – employees working for contractors have the knowledge and training to provide safe work
- Accessible Training Records access
- Efficient and cost-effective contractor safety training

2) Description of processes:

- Safety subcommittee/selection of Saskatchewan Polytechnic
 - SMA initiated a partnership with Saskatchewan Polytech because of its province wide capacity to delivery and manage training
 - Saskatchewan Polytechnic is recognized by graduates and employers for the quality of programming. This reputation, combined with their outcome, or standards -based curriculum development model brings the SMA assurance that courses are relevant and that knowledge and performance requirements are clearly identified and measurable.
 - Saskatchewan Polytechnic also works closely with industry to ensure program relevance and currency. We have built an ongoing industry validation process into this safety project to allow for curriculum review and revisions when needed. This quality assurance process will ensure courses are up to date with legislative requirements.
 - The standards that have been developed were reviewed and validated by subject matter experts and safety personnel from the SMA member companies, as well as the former Chief Mines Inspector for the province, to ensure that the curriculum, including the legislative and regulatory requirements, were in line with industry expectations.
- Registration Process:
 - Register for General Mine Safety Awareness (SFTY 1820) at: <http://saskpolytech.ca/sst>
 - The online course has a specific timeframe to register. The course can be started upon registration but must be completed **within 6 months** of the close of registration.
 - Records maintained by Saskatchewan Polytechnic and fully accessible by SMA member companies.

- Implementation Dates for General Mine Safety Awareness Course:
 - Start Date (Mosaic September 2018, K+S Potash March 31, 2019, Nutrien April 1, 2019 or as determined by SMA member company) – this allows time for Contractors to take required training.
 - Each member company is responsible for grandfathering
 - Dates stated above apply to new contracts only. Existing contracts may be amended through mutual agreement by the SMA member company and its contractor, but is not a formal requirement
- SMA Endorsement and Updates:
 - Standardized Contractor Safety Training added to SMA Board Meeting December 6, 2017 – to provide program overview and statistics
 - Regular updates are provided to the SMA Board (annually/semi-annually)

3) Course Costs (include breakdown of burden cost)

- SFTY 1821 - WHMIS GHS - \$35 – 4 hours/online or in-class
- SFTY 1820 - General Mine Safety Awareness - \$359 – 14 hours/ online or in-class
- SFTY 1813 - General Fall Protection - \$210 – 8 hours/in-class
- SFTY 1814 - Confined Space - \$210 - 8 hours/ online or in-class
- SFTY 1809 - Respiratory/Fit Testing - \$110 - 4 hours/online or in-class
- SFTY 1810 - Incident Investigation - \$210 – 8 hours/ online or in-class
- SFTY 1811 - Compress Gas Awareness - \$110 - 4 hours/online or in-class
- SFTY 1818 - Ground Disturbance - \$210 – 8 hours/ online or in-class
- *All courses are GST applicable
- **Benefits:**
 - Contractors arrive onsite prepared and ready to go
 - Contractors will not be utilizing site resources for training purposes
- **Burden Costing and current practice:**
 - Initial training costs for the contractor’s employees are paid for by the contractor prior to contracts starting
 - Contractors get the return on their training investment by including the “burden costs” of training in the employee’s billable hourly rate that is charged out to their client
 - Training investments by Contractors show dividends as the cost of training is recuperated throughout the employee’s career with the Contractor
 - The addition of these “burden costs” will continue but will now occur once per a three-year cycle as the training will be recognized by all SMA member companies and all mine sites.

4) How long is the training valid for/frequency of certification

- Each course has a 3-year certification

5) What courses are involved and how many hours are involved in the training

- SFTY-1820 General Mine Safety Awareness - \$359 plus GST– 14 hours/ online or in class

6) Course curriculum

- Refer to Appendix A: Course Curriculum

7) Grandfathering of contractors

- SMA member specific

8) To avoid training for training sake, what is the process for recognition of equivalency

- Reciprocity process being implemented
- Committee of Saskatchewan Safety Council (SSC), Saskatchewan Construction Safety Association (SCSA), Heavy Construction Safety Association of Saskatchewan (HCSAS), Saskatchewan Mining Association Safety Training Consortium (SMASTC) and Saskatchewan Polytech originally created to review existing safety training for validation of courses and reciprocity

9) Tracking of training

- Certification will be tracked through the SMASTC Mining Safety Certification Tracker portal at: <http://saskpolytech.ca/smastc-safety-training>
- Saskatchewan Polytechnic created this portal at the request of the SMASTC – to their specifications
- Fully accessible to SMA member companies through the SMASTC Mining Safety Certification Tracker portal

10) Where are courses offered (and is it online or in person)

- Refer to Question #3 for full details

11) Third-Party Training Provider Application Process who is a recognized 3rd party trainer and how is that recognized

- A “Third-Party Training Provider” application process has been implemented to allow for Safety Training Providers within the province to apply to become a third-party training provider
- An Instructor application process has been implemented to allow Instructors to become recognized Standardized Contractor Safety Training course Instructors in their fields of expertise
- There has been ongoing communication with the Safety Training Providers and the Regional Colleges on the process to be eligible to deliver these courses
- Facilitator Training (FATR 1801) is being offered at Saskatchewan Polytechnic for third-party training providers and Instructors to train in Adult Education Theories and Practices

12) Does Saskatchewan Polytechnic have the capacity to manage this commitment? (thousands of contractors would require participation)

- Saskatchewan Polytechnic currently services 26,000 learners across the province and have the mechanisms in place to address increased capacity
- Saskatchewan Polytechnic has been working with third-party training providers, SIIT and Regional Colleges to increase capacity and to move the training to the contractors

13) This training won't replace site-specific training and will create duplication of effort.

- No duplication of training should occur as:
 - Training recognized by all SMA member sites
 - SMASTC Tracker System allows for sites to immediately verify current certification
- Site specific training relates to the hazards of that site and the procedures to be followed for that site

- Training of contractors is not a function of the site for Fall Arrest, Confined Space, etc. - nor do they wish to assume the risk
- SFTY 1820– General Mining Safety Awareness (mandatory for all contractors) introduces:
 - Personal Protective Equipment (PPE)
 - Mining Regulations
 - Saskatchewan Employment Act
 - Power and Hand Tools
 - Ground Control
 - Scaffolds and Ladders
 - Self-Rescue Techniques
 - Controlled Energy
 - Asbestos Hazards and Controls
 - Environmental Safety
 - Fit for Duty
 - Drug and Alcohol Testing
 - Fire Safety Awareness
 - Incident Investigation and Reporting

14) Are current member programs already equal or superior to the proposed training

- Current member programs do not have a standardized set of objectives as outlined in the Appendix A: Course Curriculum
- Not all programs require assessment as is a requirement of this suite of Standardized Contractor Safety Training
- Not all current member programs have an Adult Education standard required of the Instructors/Facilitators
- The Standardized Contractor Safety Training have:
 - Objectives that have been vetted through the SMASTC
 - Assessments and evaluations included
 - Instructors/Facilitators with Facilitator Training (FATR 1801,) or Adult Education Degree/Certificate, or an audit completed
- Training is consistently delivered from vetted programs accepted by all SMA members, which provides the best and most consistent training for the Saskatchewan Mining Companies and their Contractors

15) Requires a substantial commitment, and process will be cumbersome/difficult to manage

- Refer to Question #12 for full details

16) Makes contractor selection from out of province more difficult

- SMA member companies have the opportunity to make exemptions to this training
- Training is available online thru Saskatchewan Polytechnic, with the exception of SFTY-1813 – General Fall Protection, which is available in-class only

17) For online courses, how will exams be supervised

- Online course evaluations will be written at an approved site with an approved invigilator



Appendix A: Standardized Safety Training Curriculum

Course:	SFTY 1820 – General Mine Safety Awareness
Course Description:	This course provides a general overview of mine safety and offers an introduction to: Saskatchewan Mining Regulations, OH & S Regulations, and Saskatchewan Employment Act; hazard identification and control; personal protective equipment; safe use of hand and power tools; safe use of scaffolding and ladders; controlled energy safety; fire safety and hot-work awareness; ground control awareness; environmental awareness and spill reporting; asbestos awareness; incidents and reporting incidents; and fit for duty and drug testing.
Target Audience	This course is suitable for workers on Saskatchewan Mining Association member sites.
Pre Requisites: Co Requisites:	
Course Hours:	14 hours
Student Assessment Grade/Passing Grade	Theory Assessment 80%
Learning Resources:	General Mine Safety Awareness Student Manual General Mine Safety Awareness PowerPoint
Learning Mode:	Classroom or Online
Learning Outcomes:	<ol style="list-style-type: none"> 1. Discuss regulatory bodies in mining including the Saskatchewan Employment Act, Occupational Health and Safety Regulations, and the Saskatchewan Mine Regulations 2. Discuss hazards and controls associated with mining 3. Describe legal requirements and proper use of personal protective equipment 4. Describe safe and proper use of hand and power tools 5. Discuss safe-work practices related to scaffolding and ladders 6. Identify hazards associated with controlled energy and proper methods of controlling energy 7. Discuss fire safety and hot-work awareness 8. Identify hazards related to ground control and describe safe-work practices 9. Identify environmental hazards and describe responsibilities for reporting spills 10. Discuss asbestos hazards and controls 11. Identify hazards related to underground mining and discuss self-rescue techniques 12. Discuss incidents and reporting incidents 13. Discuss fit for duty and drug and alcohol testing
Prepared by: Date:	Amanda Stalwick July 14, 2015
Approved by Program Head: Date:	Sharon Hopkins October 2018



Appendix A: Standardized Safety Training Curriculum

Course:	SFTY 1809 - Respiratory Protection & Fit Testing Awareness
Course Description:	This course provides an overview of respiratory protection and fit testing procedures. It specifically addresses legislation; inhalation hazards and how to select appropriate respiratory protection; different types of respirators; the use, care and maintenance of respirators; and general fit testing procedures.
Target Audience	This course is suitable for workers in organizations of all sizes, in industries and occupations.
Pre Requisites: Co Requisites:	N/A
Course Hours:	4 hours
Student Assessment Grade/Passing Grade	Theory Assessment 80%
Learning Resources:	General Fall Protection Student Manual PowerPoint
Learning Mode:	Classroom or Online
Learning Outcomes:	<ol style="list-style-type: none"> 1. Discuss OH & S legislation requirements 2. Discuss inhalation hazards and how to select the appropriate respiratory protection 3. Discuss types of respirators 4. Demonstrate respirator use, care, and maintenance 5. Discuss fit testing procedures
Prepared by: Date:	CMI, June 2015
Approved by Program Head: Date:	Joni Brisbin, CMI Director 2016



Course:	SFTY 1810 Incident Investigation Awareness
Course Description:	This course provides an introduction on how to investigate incidents in order to prevent reoccurrence. The basics of investigations are covered including outlining legislative requirements, interviewing witnesses, collecting and analyzing evidence, and writing reports.
Target Audience	This course is suitable for workers in organizations of all sizes, in industries and occupations.
Pre Requisites: Co Requisites:	N/A
Course Hours:	8 hours
Student Assessment Grade/Passing Grade	Theory Assessment 80%
Learning Resources:	Incident Investigation Awareness Student Manual Incident Investigation Awareness Power Point
Learning Mode:	Classroom or Online
Learning Outcomes:	<ol style="list-style-type: none"> 1. Discuss OH & S accident/incident legislation 2. Examine pre-incident preparation 3. Examine collection of physical evidence 4. Examine witness evidence 5. Examine documentary evidence 6. Determine accident/incident causation 7. Assemble post-accident/incident reports 8. Implement investigation findings
Prepared by: Date:	CMI, 2015
Approved by Program Head: Date:	Joni Brisbin, CMI Director 2016



Course:	SFTY 1811 Compressed Gas/Cylinder Safety Awareness
Course Description:	This course provides an overview of safe work practices when handling compressed gas and cylinders. It examines compressed gas/cylinder identification, safety devices, ventilation, safe transportation, storage, safe use in confined spaces, and safe handling procedures.
Target Audience	This course is suitable for workers in organizations of all sizes, in industries and occupations.
Pre Requisites: Co Requisites:	N/A
Course Hours:	4 hours
Student Assessment Grade/Passing Grade	Theory assessment 80%
Learning Resources:	Compressed Gas/Cylinder Safety Awareness Student Manual Compressed Gas/Cylinder Safety Awareness PowerPoint
Learning Mode:	Classroom or Online
Learning Outcomes:	<ol style="list-style-type: none"> 1. Define compressed gases and cylinders 2. Discuss cylinder and safety devices 3. Discuss proper compressed gas ventilation 4. Discuss safe transportation of compressed gases 5. Discuss storage of compressed gas cylinders 6. Discuss safe use of compressed gases in a confined space 7. Discuss safe-work practices when working with compressed gases
Prepared by: Date:	CMI, 2015
Approved by Program Head: Date:	Joni Brisbin, CMI Director 2016



Course:	SFTY 1813 General Fall Protection
Course Description:	This course provides an overview of fall protection including legislative requirements, specific fall arrest terminology, types of fall protection equipment and use, determining when fall protection is required, hazards associated with working at heights, and how to complete a fall protection work-entry plan. Participants can expect to be briefly suspended in a harness.
Target Audience	This course is suitable for workers in organizations of all sizes, in industries and occupations.
Pre Requisites: Co Requisites:	N/A
Course Hours:	8 hours
Student Assessment Grade/Passing Grade	Theory and Practical Assessments 80%
Learning Resources:	General Fall Protection Student Manual PowerPoint
Learning Mode:	Classroom/Practical
Learning Outcomes:	<ol style="list-style-type: none"> 1. Discuss legislation and roles and responsibilities. 2. Discuss potential hazards and controls. 3. Demonstrate an understanding of compatible fall protection equipment. 4. Implement a fall protection plan. 5. Describe how to select equipment considering environmental aspects. 6. Demonstrate how to calculate fall distance. 7. Understand how to perform fall protection equipment record keeping. 8. Demonstrate how to inspect a harness and connecting linkage. 9. Demonstrate how to maintain fall protection equipment. 10. Demonstrate how to don and adjust a harness. 11. Understand what a control zone is. 12. Explain an emergency protection plan and how to treat suspension trauma. 13. Understand how to use fall protection for other purposes.
Prepared by: Date:	CMI, June 2015
Approved by Program Head: Date:	Joni Brisbin, CMI Director 2016



Course:	SFTY 1814 Confined Space Entry
Course Description:	This course provides an overview of confined spaces and the importance of planning an entry. Topics include legislative requirements, identifying hazards and controls, atmospheric testing, emergency response, signage and tagging, and filling out a confined space entry plan.
Target Audience	This course is suitable for workers in organizations of all sizes, in industries and occupations.
Pre Requisites: Co Requisites:	N/A
Course Hours:	8 hours
Student Assessment Grade/Passing Grade	Theory Assessment 80%
Learning Resources:	Confined Space Entry Student Manual Confined Space Entry PowerPoint
Learning Mode:	Classroom or Online
Learning Outcomes:	<ol style="list-style-type: none"> 1. Discuss what a confined space is and entry legislative requirements 2. Discuss hazards and controls of a confined space 3. Discuss roles and responsibilities 4. Discuss emergency response 5. Discuss confined space entry planning
Prepared by: Date:	CMI, June 2015
Approved by Program Head: Date:	Joni Brisbin, CMI Director 2016



Course:	SFTY 1821 WHMIS 2015 (GHS)
Course Description:	Canada has aligned the Workplace Hazardous Materials Information System (WHMIS) with the Globally Harmonized System of Classification and Labelling of Chemicals (GHS) for WHMIS 2015 legislation. This course addresses the WHMIS 2015 education requirements for workers to understand the hazards, and know how to work safely with hazardous products. The current education and training requirements that fall under the WHMIS related occupational health and safety regulations for Saskatchewan are also addressed in this course. Employers are still responsible to provide workers with site-and-job-specific training and information.
Target Audience	This course is suitable for workers in organizations of all sizes, in industries and occupations where hazardous products are found.
Pre Requisites: Co Requisites:	None
Course Hours:	4 hours
Student Assessment: Grade/Passing Grade:	Theory assessment 80%
Learning Mode:	Online or Classroom
Learning Resources:	WHMIS 2015 Handbook (Danatec) Various websites and links provided throughout the course materials WHMIS videos (Danatec) WHMIS 2015 poster Sample SDS sheet & labels Government of Canada. Hazardous Products Act (R.S.C., 1985, c. H-3) Government of Canada. Hazardous Materials Information Review Act (R.S.C., 1985, c. 24 (3rd Supp.), Part III). Government of Canada. Canada Consumer Product Safety Act (S.C. 2010, c. 21 Saskatchewan Occupational Health and Safety Act (1993) and Regulations (1996)
Learning Outcomes:	1. Demonstrate an understanding of WHMIS 2015 system 2. Discuss relevant legislation
Prepared/ Updated by: Date: April 2015	Centre for Minerals Innovation 2015
Approved by Program Head: Date: April 2015	Joni Brisbin, CMI Director 2016



Course:	SFTY 1818 – Ground Disturbance
Course Description:	This comprehensive course provides a thorough background in ground disturbance. It examines pre-job planning strategies, searching the disturbance area, notification requirements, locating and marking, hand and mechanical exposure guidelines, as built, and post-inspection requirements.
Pre Requisites: Co Requisites:	
Course Hours:	8 hours
Student Assessment Grade/Passing Grade	Theory Assessment 80%
Learning Resources:	
Learning Mode:	Classroom or Online
Learning Outcomes:	<ol style="list-style-type: none"> 1. Examine ground disturbance 2. Discuss damage prevention and consequences 3. Examine pre-job planning 4. Discuss notification requirements 5. Discuss searching the area 6. Examine locating and marking 7. Discuss exposure guidelines 8. Discuss contact and reporting requirements 9. Examine post-inspection requirements
Prepared by: Date:	CMI 2016
Approved by Program Head: Date:	Joni Brisbin, CMI Director 2016