

Mandatory Health and Safety Training for NEW Brock Employees



Every employee at Brock must complete basic H&S training once.

You can do this in one of two ways:

1. Online via the Health & Safety tab on **Sakai**
- The training is called **Health and Safety Awareness**

Note: You must log in to Sakai as a 'worker'; not as a student.

2. Online via the **Ministry of Labour** website

<http://www.labour.gov.on.ca/english/hs/training/index.php>

Also, Brock employees must complete an Accessibility tutorial (AODA).

The training can be found in **my.brocku.ca**

If H&S / AODA training isn't on your Allocation of Hours form, **then you are then eligible for one hour of pay for each.** Ask your Supervisor (or the Admin Assistant) about the process for extra pay.

Be sure to print out:

- your score for the H&S training
- proof that you completed the 3 modules for the AODA training

Questions: Send an email to cupe4207@brocku.ca