



## Building Your Health and Safety Program training

We know that as a small business owner you want to do everything possible to protect the people who work for you from getting injured. We want to make it easier for you to know your workplace health and safety role and responsibilities. Our Building Your Health and Safety Program training is designed to help you:

- ✓ save money;
- ✓ understand your health and safety responsibilities; and
- ✓ access free, easy-to-understand health and safety resources.

Participation in the program can earn you a one-time 7% rebate on last year's premium. You could qualify by meeting these requirements:

- ✓ Attend all three in-class training sessions (each session is four hours).
- ✓ Complete a self-evaluation and health and safety action plan.
- ✓ Develop an inspection procedure and a return-to-work procedure.
- ✓ Schedule a visit at your workplace with a health and safety consultant.

**FREE**  
TRAINING  
and RESOURCES

Learn more at [wsib.on.ca/ smallbizsafety](https://wsib.on.ca/smallbizsafety)

*\*Resources and templates will be provided.*

# Building your Health and Safety Program Form

WSIB Account No.

WSIB Firm No.

No. of Workers

Do you have other WSIB Account No.s?

If yes, Account No.:

Street Address

City/Town

Postal Code:

Phone No.:

Fax No.:

Participant 1 (Owner)\*\*:

Job Title:

Business email:

Participant 2:

Job Title:

Business email:

TERMS AND CONDITIONS OF PARTICIPATION:	INITIALS
1. The participant is the owner or senior manager** of the company (see definition below).	
2. The owner or senior manager must attend all three sessions and complete program requirements.	
3. Employer premiums must be \$90,000 or less.	
4. Employer's WSIB account must be in good standing (paid up to date).	
5. An employer who experiences a traumatic fatality while participating in the program will be disqualified from receiving the program rebate.	
6. Employer cannot be currently registered in the Safety Groups program or have received a SCIP or Building Your Health and Safety Program rebate in the past.	
7. Participants may be asked to complete questionnaires, surveys or interviews as part of the ongoing program evaluation.	
<b>Owner/Senior Manager Signature:</b>	<b>Date:</b>

\*\*Definition of senior manager: The key decision-maker within the company who is responsible for approving the allocation of resources on behalf of the company (people, equipment, training, and materials).

Please select one location date and location:

Location	Dates	Times
<b>Owner/senior manager must attend all 3 in-class training sessions.</b>		

**Please return this form by email, fax or mail to the attention of:**

Program Administrator, WSIB, Workplace Health and Safety Services Division  
 200 Front St. West, 11th Floor, Toronto, ON M5V 3J1  
 phone 1-800-387-0750, ext. 5533 or 416-344-5533 Fax: 416-344-3493  
 or email: [smallbizsafety@wsib.on.ca](mailto:smallbizsafety@wsib.on.ca)

**You will receive a confirmation by email before the session.**

