**Employee Rights**

1. **Right to Know**

As an employee, you have the right to know about:

* any health or safety hazards present at your workplace.
* any hazardous products/materials being used in your workplace, a method used to control your exposure to those chemicals and access to the SDS.
* the condition of any tools or equipment to be used in the workplace to ensure they have been maintained as per the manufacturer’s specifications.
* what Safe Work Practices and Safe Job Procedures are to follow while in the workplace.
* Any Department of Labour and Advanced Education (DOLAE) orders, compliance notices, and appeals. Also, the names of First Aiders in the workplace.
* You also have the responsibility under the regulations to do everything possible to protect yourself and your fellow workers. Knowing requires participation in the company’s safety program.

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1. **Right and Responsibility to Participate**

You also have the responsibility under the regulations to do everything possible to protect yourself and your fellow workers. This includes:

* Participate in reporting hazards to a supervisor as soon as the hazard is noticed.
* Wearing proper protective equipment and ensuring safety guards are in place while using equipment.
* Participate in Safety Meetings, Toolbox Talks, Safety Briefs or Hazard Assessments before a project begins.
* Volunteer to become the employee elected Health and Safety Representative or the Joint Occupational Health and Safety Committee (JOHSC), if applicable to your workplace.
* Participating in workplace inspections, monitoring, measurement, and testing.

1. **Right to Refuse**

The regulations give employees the right to refuse work they believe to be unsafe. Employees not only have the right to refuse to perform unsafe work, but they also have the responsibility to do so. Every employee is responsible for identifying and reporting hazards in the workplace. If a hazard is of a serious nature and could cause an accident, then work must stop until the hazard has been eliminated, controlled or some sort of personal protection is in place.

1. **Right to Complain/Grieve**

The regulations give employees the right to complain. If at any time an employee feels the company is not committing to the policies and procedures set forth in the safety program, the employee has the right to complain. In addition to this, if an employee believes that the employer is taking discriminatory action, the employee may complain to a DOLAE OHS Officer. Complaints to the DOLAE must be in writing and filed within 30 days of the action taken by the employer.