



Association professionnelle du personnel administratif (CSN)

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OCTOBER IS OCCUPATIONAL HEALTH AND SAFETY MONTH

October is a great time to remind ourselves that safety at work isn't just about avoiding slips and falls. It's also about looking out for each other's well-being, including mental health. In this newsletter, you'll find helpful information on how we can all better understand our rights, responsibilities and help manage risks in our workplace.



IS MY WORKPLACE HEALTHY AND SAFE?

By: Arsen Hovsepian, Building Technician

Health and safety is everyone's responsibility.

It is said that if you don't have your health, be it mental or physical, you've got nothing. Thus, it's important to know the risks associated with the various environments we all work in.

How do we recognize physical hazards and what can we do to address them? How do you protect yourself and others around you?

What would be the safest method to avoid injury?

Begin with observation. Take in your surroundings and make yourself aware of what could go wrong and the possible consequences. Is it winter with ice in the school yard? Has the floor recently been washed and is it wet? Is this a danger for yourself, your colleagues or the

school? Is it an immediate issue or will it be one the future?

The next step would be to reduce the danger at the source, such as eliminating ice from a surface or drymopping a wet floor.

Once the danger has been minimized, there may still be some lingering hazard. It is important to ensure that you are properly equipped with the tools necessary to avoid injury.

How can we effectively manage risks at the workplace?

We can manage these risks by developing appropriate strategies. Some strategies can be initiated by oneself such as learning proper lifting techniques or adjusting a workspace to ensure that one does not get neck or back pain. Others can be developed through teamwork,

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involving the immediate supervisor, the health and safety department, and the union.

One way to manage risks in the workplace is by learning from the accidents and incidents that have already occurred, so that changes can be made to avoid a repeat situation. Communicate dangers to your coworkers and immediate supervisor or department, so that they can take steps to avoid future accidents.

Whenever there is an incident or accident, it should be recorded in a register. Recurring events must be monitored, and a plan put into action to rectify the situation, preventing further incidents. The prevention plan should be created with the cooperation of management, the health and safety department, the union and the safety representative.

These approaches can manage different risks in everyday life, work-related or not. ■

YOUR QUESTIONS ABOUT WORK ACCIDENTS AND CNESST

If I don't use the mechanical lift when transferring a student, will I lose my right to CNESST if I get hurt?

NO. If you're injured on the job, it's considered a workplace accident, and you're entitled to CNESST benefits. However, if you were required to use a lift and didn't, your employer may reprimand you for not following safety protocols.

During recess supervision I got hit in the head with a ball. I now have a concussion. Will I be covered?

YES. Since the injury occurred while you were performing your work duties, it qualifies as a workplace accident and you are eligible for CNESST coverage.

I wore heels to work and sprained my ankle after tripping over a carpet. I was told I'm not eligible for CNESST because I shouldn't have worn heels. Is this true?

NO. You were injured on the job, so your accident is eligible for CNESST coverage. However, if there is a dress code in place that forbids wearing heels, you might face

a separate disciplinary action from your supervisor.

What if I hurt my back while moving boxes, but no one told me it wasn't part of my job?

YES. Even if lifting boxes wasn't officially part of your duties, you were injured while at work, so it's considered a workplace accident. You're entitled to CNESST coverage.

I was commuting to work and got into a car accident. Am I covered by CNESST?

NO. Injuries that happen during your commute, before or after your shift, are not typically considered workplace accidents and are not covered by CNESST. However, exceptions may apply if the travel was for work-related purposes.



CAN YOU SPEAK UP? IT'S TOO LOUD IN HERE!

Workplaces can often get noisy with all the talking, laughing, and even music in the background. But frequent exposure to loud noise can lead to long-term hearing loss and, in the short term, cause irritability, difficulty concentrating, and fatigue. Luckily, there are solutions! Adjusting room layouts and adding acoustic tiles or noise-reducing equipment can help create a quieter environment.

As of June 16, 2023, the CNESST has lowered the daily noise exposure limit. For an overview of the new regulations, click here: https://shorturl.at/fhADT (in French only). •

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YOUR EMPLOYEE ASSISTANCE PROGRAM (EAP): HELP WHEN YOU NEED IT

The Employee Assistance Program (EAP) is a service that helps you with challenges related to work, health, or personal life. Available 24/7, it's there when you need support to manage stress, mental health concerns, family issues, or workplace struggles. The program also offers guidance on practical matters, including childcare, elder care, legal advice, and financial planning.

No Cost

The EAP is a free, voluntary service that's available to you and your immediate family members. This service is provided by the EMSB, covering a set number of sessions with a professional. If you require more specialized or longer-term support, the EAP can recommend appropriate services, though additional fees may apply depending on your health plan.

Confidential

Your use of the EAP is completely confidential within the limits of the law. Your employer won't know that you've accessed the service unless you choose to share that information.

COLLECTIVE AGREEMENT

COMPENSATION FOR MANDATORY CPR TRAINING

Good news for elementary and high school support staff—including those in daycare, special education, secretaries, and student supervisors! If your job description requires you to complete mandatory CPR training, you'll now be paid for it, even if it falls outside your working hours. This means that if you have to take the course on a weekend or during your off-hours, you'll be paid your regular salary for those hours.



How to Access the EAP

You can reach the EAP anytime by phone, web, or mobile app:

Tel: 1-844-671-3327

Web: comissionscolaireenglish-montreal.lifeworks.com

User: emsb

Pass: eap



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APPA EXECUTIVE COMMITTEE ELECTION RESULTS

The APPA Executive Committee elections were held on September 26, and the results are now in. The process went smoothly, and we're pleased to announce your elected representatives. For EMSB members, here are the individuals who will be representing you:

President EMSB-CSSDM: Michel Picard, Laboratory Technician, École Louise-Trichet - Elected

Secretary-Treasurer EMSB-CSSDM: Marlene Tourville, Administrative Technician, BPAS – Approvisionnement – *Elected*

Vice President EMSB: Andrea Di Tomaso, Graphic Arts Technician, Secretary General – *Elected*

Congratulations to all the elected representatives! ■

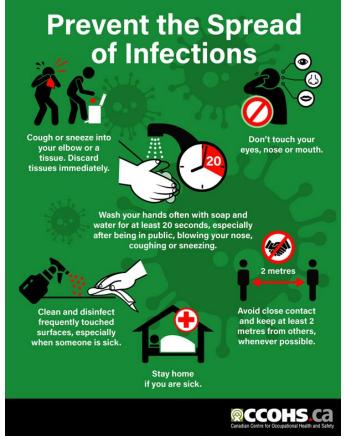
HEALTH AND SAFETY PROBLEMS? THE APPA CAN HELP

By: Manila Haghighat, Laboratory Technician

I'm a laboratory technician. A few years ago, a science teacher was insisting on doing a lab which contained a reaction that produces a harmful gas; I reached out to the APPA for help.

The APPA representative contacted CNESST right after our conversation. Then, in a couple of hours, that teacher came to me and said the disputed reaction will be omitted from the lab!

This testimony is one example on how efficiently our union has helped me to work in a safe environment.



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CONTACT YOUR UNION



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TO TRULY PROTECT EVERYONE

from head



to toe



National occupational health and safety week 2024 csn.qc.ca/sst