



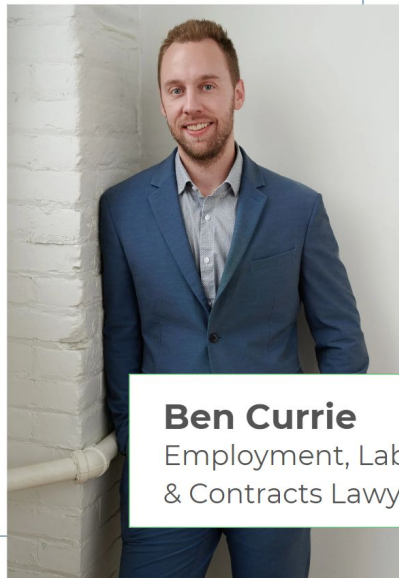
FREE Webinar: **EP 49**

Getting HR Law Compliant
for 2024.

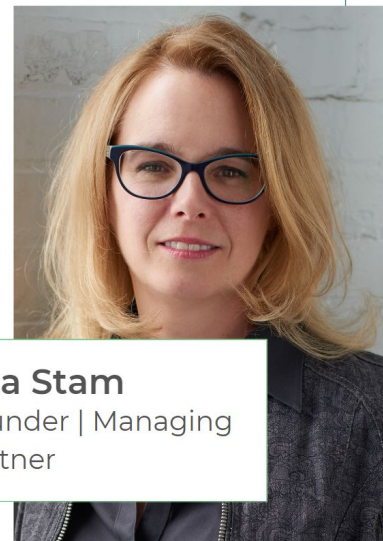
Wednesday, Feb 21, 2024
10:30 a.m. E.S.T.



Meet Your Presenters



Ben Currie
Employment, Labour
& Contracts Lawyer



Lisa Stam
Founder | Managing
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Land Acknowledgement

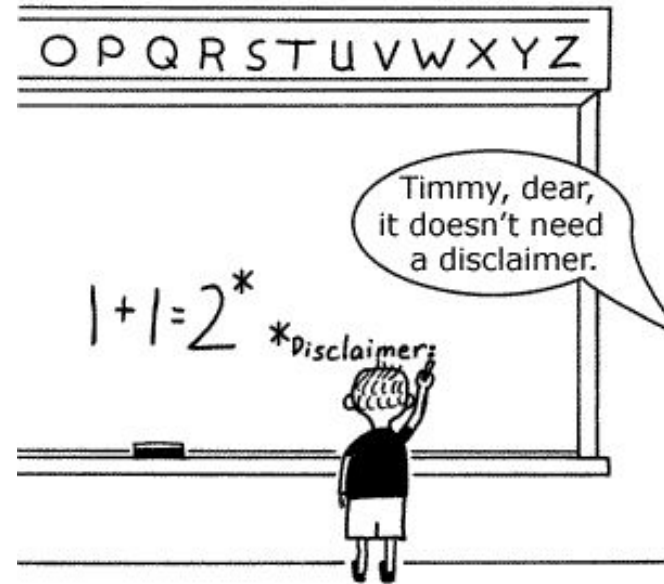
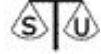
We acknowledge that we are on the traditional territory of many nations including the Mississaugas of the Credit, the Anishnabeg, the Chippewa, the Haudenosaunee and the Wendat peoples and that this territory is now home to many diverse First Nations, Inuit and Métis peoples.

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Timmy
doesn't need
a disclaimer
but we do...

Stu's Views

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Presentation Roadmap

- Required policies
- Required training
- Additional obligations
- Required postings
- Takeaways

Required Policies

- Electronic monitoring
- Disconnect from work
- Workplace violence and harassment
- Health and safety
- Accessibility

Required Policies : Electronic monitoring

- Required if employer has 25 or more employees in Ontario
- Must describe how and in what circumstances the employer electronically monitors employees and the purposes for which information obtained through electronic monitoring is used by the employer
- “Electronic monitoring” is not defined in the *Employment Standards Act* (“ESA”), but guidance from Employment Standards suggests it will be broadly interpreted (not just video surveillance)
- Does not create an additional right to privacy - requirement is for transparency only

Required Policies : Disconnect from Work

- Although the policy is required, the ESA does not require specific content
- May state employees are not required to check emails or respond to work outside core working hours, but content and expectations will differ heavily based on the industry
- Does not create a legal right for employees to disconnect from work

Required Policies : Workplace Violence and Harassment

- Broad definitions of workplace violence and workplace harassment in the *Occupational Health and Safety Act*
- Employer must conduct risk assessment for workplace violence
- Includes domestic violence policy
- Policy requirements include procedures for reporting incidents and complaints, investigations, and reporting results of investigations
- Although not strictly required, anti-discrimination policy recommended

Required Policies : Health and Safety

- Required by the *Occupational Health and Safety Act*, but employer is free to determine content
- Policy would likely cover employer's commitment to safety, information about occupational health and safety postings, and the joint occupational health and safety committee (if applicable)

Required Policies : Accessibility

- Comes from *Accessibility for Ontarians with Disabilities Act, 2005*
- Based on the size of the employer, there are requirements for a policy and accessibility plan
- Requirements for statements in the recruitment process regarding the employer's commitment to accessibility in hiring
- Compliance reporting requirements for many employers became due December 31, 2023

Required Training



Required Training

- Occupational Health and Safety
- Workplace violence and harassment policy

Required Training : Occupational Health and Safety

- Basic training program for workers as well as a supervisor training program
- At least 1 employer representative and 1 worker member of the joint occupational health and safety committee must be certified by the Chief Prevention Officer under the Occupational Health and Safety Act through an approved training program

Required Training : Workplace Violence and Harassment Policy

- Employees must be trained on the employer's workplace violence and harassment policy

Additional obligations

- Joint occupational health and safety committee (depending on number of employees)
- Pay equity

Additional obligations: Joint Occupational Health and Safety Committee

- 1-5 employees: not required
- 6-19 employees: required with one worker representative
- 20-49 employees: required with two members (1 employer and 1 worker)
- 50+ employees: required with four members (at least half of which must be worker representatives)

Additional obligations : Pay equity

- *Pay Equity Act:*
 - Conduct job and pay rate comparisons for all genders in each job class using job-to-job and/or proportional value method of comparison
 - Identify and adjust the compensation of underpaid genders in each job class so that they are paid at least as much as an equal or comparable rate as others in that job class
 - Applies to all public sector employers and private sector employers with 100 or more employees
- ESA
- Human Rights Codes
- What is *pay transparency*?

Required Postings

A weathered wooden signpost is mounted on a wooden post. The sign is made of a single piece of wood with a rough, natural edge. It is secured to the post with two metal bolts, one near the top and one near the bottom. The text "WILDERNESS PERMIT" is carved into the wood in a bold, sans-serif font, and "REQUIRED" is carved below it in the same style. The background shows a blurred forest scene with trees and sunlight filtering through the leaves.

**WILDERNESS PERMIT
REQUIRED**

Required Postings

- Employment standards poster
- Occupational health and safety poster
- *Occupational Health and Safety Act*
- Health and safety policy
- Workplace violence and harassment policy
- Workers' compensation poster
- Pay equity plans for certain employers
- WHMIS for employers who store hazardous products on site
- *Smoke-Free Ontario Act, 2017* if the employer has an "enclosed workplace".

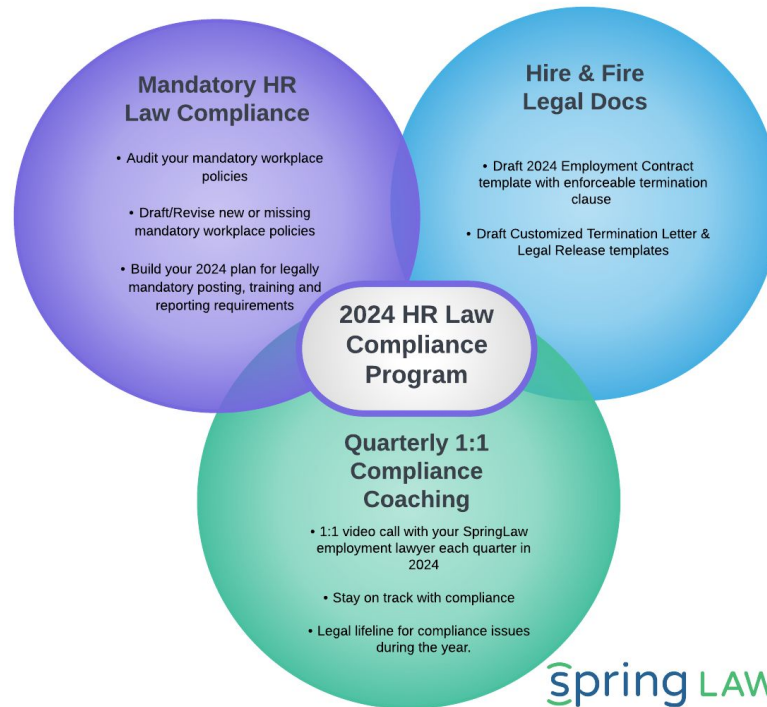
Next Steps



Next Steps

- Audit your gaps
- Prioritize the Must-Haves
- Identify Internal & External Resources

2024 Compliance Program



Key Takeaways

- Rome was not built in a day
- Zero in on the legal liabilities first, nice-to-haves after that
- Prioritize for your workplace
- Download our free HR Compliance Checklist
[Click here to download your free copy today!](#)

Questions?

To learn more about our team:
springlaw.ca/team/

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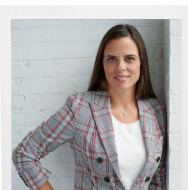
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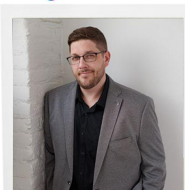
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LISA STAM



MARNIE BAIZLEY



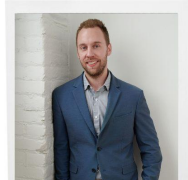
MATT CHAPMAN



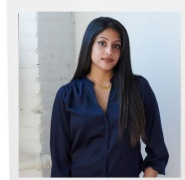
TIFFANY THOMAS



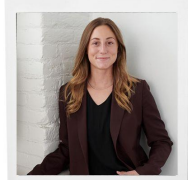
LEXA CUTLER



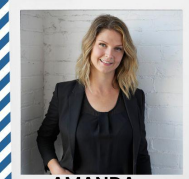
BEN CURRIE



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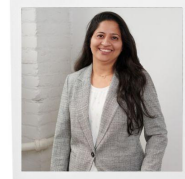
LINDSAY KORUNA



AMANDA
TERMEULEN



JESSICA RAOSO



MANDEEP SURI



PAULINE
NYIRABIZIMANA

THANK YOU!