

# 2025 HSA Initiatives Workplan Template

## Condensed Version

As part of the ongoing effort in 2024 to revise the Health and Safety Associations (HSAs) funding process, WorkSafeBC will temporarily accept a condensed HSA initiatives Workplan Template for the 2025 funding year.

WorkSafeBC expects the HSA Initiatives Workplan will reflect the scope and cost of your initiatives and assist by assigning a dollar value against the HSA's overall budget. Workplans are not intended to include all activities or initiatives undertaken by your organization in the upcoming year. Rather, focus on your **"key initiatives" or activities** you will undertake to address and impact the primary trends within your industry. You will explain what you are going to emphasize in the coming year; in most cases, you will have two or three key initiatives and rarely will you have more than five.

The detailed HSA Initiatives Workplan must be submitted to WorkSafeBC and posted to your website prior to January 2025 for transparency to stakeholders, including applicable employers and members. The activities specified in the detailed HSA Initiatives Workplan, must align with the objectives, priorities, and initiatives provided below, as the abbreviated HSA Initiatives Workplan will be included in the HSA contracts.

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# Section A: HSA Overview

<b>HSA Name</b>	Actsafe Safety Association
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<b>HSA Vision</b>
<i>British Columbia has the safest and healthiest arts &amp; entertainment workplaces in the world.</i>
<b>HSA Mission</b>
<i>To prevent and eliminate workplace injury, illness and death by providing world-class occupational health, safety and wellbeing programs to the employers, supervisors and workers in the BC arts and entertainment industry.</i>

# Section B: Summary of Strategic Objectives and Initiatives

Based on the information from your strategic plan, please kindly indicate (at a high level) the strategic objectives/priorities of your organization for the upcoming year, and the **key initiatives** that your HSA has planned out under each objective/priority. In most cases, you will have two or three key initiatives and rarely will you have more than five. The **orange column** needs to be completed at the end of the fiscal year when all activities are completed.

Strategic Objective/Priority	Summary of Key Initiatives	Total Budget	KPIs & Targets	Actual Output
<p>DATA CENTRIC - Actsafe will capture and utilize data to enable high quality, consistent, and sustainable decisions to deliver health, safety and wellbeing outcomes.</p> <p>ENABLE - Offer resources, products, equipment and</p>	<p><b>Industry Training Hub/Online Worker Training Record Roster</b> Per finalized Statement of Work (SOW), including POTENTIALLY the following scope: - Optimize external search functionality of worker Safety Training and Records (STAR) System to enable employers and unions to efficiently and accurately look up worker training records in one place, improving the industry</p>	<p>~\$60,000 (TBC)</p>	<ul style="list-style-type: none"> <li>Increase of workers taking required training</li> <li>Increase of employers checking worker training records and employing</li> </ul>	

<p>services that enable the industry to effectively and efficiently act on newfound knowledge and positively influence OHS behaviours.</p> <p>TECHNOLOGY - Develop and strategically leverage the capabilities of current and new technologies.</p>	<p>experience for 30,000-60,000 industry professionals working in the BC arts &amp; entertainment industry, as well as 3,000+ employers.</p> <ul style="list-style-type: none"> <li>-keep worker privacy and confidentiality right top of mind</li> <li>-allow for bulk upload of crew &amp; performer list</li> <li>- enable unions to check worker training records prior to "dispatch"</li> <li>-unions submit training requirements for each industry job</li> <li>-function to search by union local for trained workers in certain areas and specific jobs</li> <li>-determine which unique identifiers could be considered as a solution to privacy rights being upheld</li> <li>-clearly define who this enhanced system is designed to be accessed by (the target audience)</li> <li>-consider using terminology and branding similar to California's CSATF's "The Hub" to leverage existing brand recognition as well as easy transition from LA to BC</li> <li>-"Opt-in campaign" tactics to encourage workers to express consent for their training records to be public e.g. electronic "start pack" to get workers to agree to share their training records, temp to be retained to call all outstanding workers and get them to "check the box"</li> <li>-align/collaborate with Cast &amp; Crew</li> <li>-consent check box to be clearly worded that they may not be able to work, unless they check the box, as employers have a legal requirement to check their workers' training records</li> </ul>		<p>workers with required training</p> <ul style="list-style-type: none"> <li>• Increase of unions dispatching only workers who have completed their required training</li> <li>• Survey of LMS users pre &amp; post upgrade to assess industry experience (net promoter score)</li> </ul>	
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	-promote the feature where non-Actsafes training certificates can be added to the STAR LMS			
<p>OPERATIONAL FOUNDATIONS - Develop and refine Actsafes internal operations to enhance processes and maximize efficiency and optimize effectiveness.</p> <p>INDUSTRY EXPERIENCE - Actsafes will build, deliver and measure high-quality, customized and accessible services to improve our customers' experience.</p>	<p><b>Office Renovation</b> Optimize Actsafes office facilities, including training rooms, and equipment to more effectively and efficiently serve industry members (e.g. office upgrades with reconciliation, equity, diversity, inclusion and accessibility in mind). E.g. in-office virtual training pods for workers without access to computers or who don't have computer tech skills and need support, classroom to have audio that gets blue-toothed to hearing aids, renovate training facilitator's virtual training room to have blue screen, etc.</p>	~\$45,000 (TBC) plus Tenant Improvement Allowance in re-negotiated office lease	<ul style="list-style-type: none"> <li>• Increase of in-person training students' customer experience (net promoter score) via a survey of in-person training students pre and post renovation</li> <li>• Increase of employee experience score (Great Place to Work survey and Workplace Psychological Health &amp; Safety survey)</li> </ul>	
<p>RISK-BASED - We will focus Actsafes programs on prioritized sectors, demographics, occupations, and hazards contributing to the highest risks.</p> <p>BEHAVIOUR CHANGE - Actsafes will build and</p>	<p><b>Safety &amp; Risk-Based Initiatives</b></p> <p><b>Q1: Violence prevention/De-escalation/Crowd Mgmt.</b> Focused on preventing violence from non-worker to worker primarily in live event industry e.g. patron misconduct. Tactics could include: resource development (Violence Prevention Program template, patron code of conduct), communications campaign, webinar, etc.</p>	~\$60,000 (TBC)	<ul style="list-style-type: none"> <li>• Annual industry survey: the percent (%) of industry members in agreement when asked - Is violence prevention improving</li> </ul>	

<p>deliver industry-leading programs to improve health, safety and wellbeing knowledge, attitudes, beliefs and behaviours.</p>	<p><b>Q2: JOHSC (Joint Occupational Health &amp; Safety Committees)</b>          Focused on optimizing JOHSCs primarily in motion picture industry. Tactics could include: refreshing existing JOHSC workshop, resource development (JOHSC Toolkit for Productions), communications campaign, webinar (e.g. refresher for those who have taken the JOHSC course), communications campaign, special promotion about option to book private training where Safety Advisor can come to production site and training JOHSC on our JOHSC workshop, Safety Advisor as guest at JOHSC meeting, etc.</p> <p><b>Q3: WHMIS 2025 (Workplace Hazardous Materials Information System)/Respirator Fit</b>          Health Canada published amendments to the Hazardous Products Regulations, providing a 3-year transition period, ending on December 14, 2025. Initiative focused on supporting industry adjust to new regs and be in compliance. Tactics could include: update Actsafe's WHMIS topic page with relevant resources (e.g. IATSE 891 app/tool), review and update all of Actsafe's existing WHMIS-related resources (including several safety bulletins), webinar, communications campaign, &amp; promotion of Actsafe's hearing testing service.</p> <p><b>Q4: Hearing Loss Prevention/Hearing Testing</b>          Initiative focused on conserving hearing primarily in the industries. Tactics could</p>		<p>within Industry (2025 vs. 2026).</p> <ul style="list-style-type: none"> <li>• WSBC Claims Data: # of accepted violence-related incident claims decreasing in 2025 compared to previous years (in June of 2026)</li> <li>• WSBC Inspection Reports re: violence prevention requirements (if confidential, then this is a stat WSBC could track and just tell us whether it's improved)</li> <li>• # registrations for webinar, # resource downloads, etc.</li> <li>• Annual industry survey: The percent (%) of industry members in</li> </ul>	
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	<p>include: update Actsafe's Hearing Loss webpage with relevant resources, develop new resources, webinar, communications campaign &amp; promotion of Actsafe's respirator fit service.</p>		<p>agreement when asked - Are JOHSC's are operational within industry. (2025 vs. 2026).</p> <ul style="list-style-type: none"> <li>• WSBC Inspection Reports: more JOHSCs in place and more effective JOHSCs in our industry.</li> <li>• # of registrations for JOHSC course, resource downloads, etc.</li> <li>• Annual industry survey: the percent (%) of industry members in agreement when asked - Is WHMIS risk improving within Industry (2025 vs. 2026).</li> <li>• WSBC Inspection Reports on</li> </ul>	
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			<p>WHMIS requirements</p> <ul style="list-style-type: none"> <li>• Increase of industry participation in WHMIS 2025 course</li> <li>• Increase of industry's use of Actsafe's respirator fit service</li> <li>• Annual industry survey: the percent (%) of industry members in agreement when asked – hearing loss risk improving within Industry (2025 vs. 2026).</li> <li>• WSBC Inspection Reports on hearing conservation requirements</li> <li>• Increase of industry's use of Actsafe's hearing testing service</li> </ul>	
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**WorkSafeBC Management Comments**

**Board Chair Approval**

Roslyn Kunin

*Roslyn Kunin*

October 11, 2024

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Name

Signature

Date