PART I – EMPLOYER

Company name: MEMORIAL UNIVERSITY of NL
Mailing address: 840 PARKE PHILIP 01
ST JOHN'S NL A1B 3X5

Telephone # 864-8872 Fax # 864-4042

Employer site number/location: 148
Total number of employees on site: 148
OHS minutes contact name and telephone #: DARRYL WEAVER 864-2171
Was an agenda used? Yes/No Yes
Number of issues deferred to next meeting: 0
Date of next meeting (Y/M/D): 2015/05/15
Seasonal shut down date (Y/M/D): 

*Indicates a required field. Failure to fill out required fields can delay minutes from being accepted and processed by the Commission.

PART II – OH&S COMMITTEE ACTIVITY

Workplace Inspections
Since the last meeting indicate the following:
No. of inspections conducted 1
No. of issues identified 16
Were there issues for follow-up? YES/NO Yes
If Yes (record in Summary of Issues Part III)

Workplace Complaints
Since the last meeting indicate the following:
No. of complaints received 0
Were there issues for follow-up? YES/NO No
If Yes (record in Summary of Issues Part III)

Accident/Incident Investigation
Since the last meeting indicate the following:
No. of accident investigations conducted
No. of incident investigations conducted
No. of accident reports reviewed
No. of incident reports reviewed

Work Refusal(s)
Did the committee review or participate in any "right to refuse unsafe work" situations since the last meeting? YES/NO No
No. of right to refuse unsafe work situations
Were there issues for follow-up? YES/NO No
If Yes (record in summary of issues Part III)

Section 36.1(2) of the OH&S Act requires the employer to establish an OH&S program "in consultation with the [OH&S] committee... at the workplace." As a means of monitoring the OH&S program, the committee should review the different parts of the program to ensure they are effective. In the following section, please indicate the OH&S committee's involvement with the program and whether or not the program elements are effective. Please select the element that was reviewed at this meeting.

OH&S PROGRAM ELEMENTS
Leadership and Administration
OH&S Committee
Communication
Education and Training
Safe Work Practices and Procedures
Hazard Recognition, Evaluation and Control

OH&S PROGRAM ELEMENTS
Date Reviewed
Effective
YES/NO

OH&S PROGRAM ELEMENTS
Date Reviewed
Effective
YES/NO

Accident/Incident Investigations
Workplace Inspections
Emergency Preparedness
Disability Management
Ergonomics
Other
<table>
<thead>
<tr>
<th>Issue Date</th>
<th>Issue(s)</th>
<th>Source</th>
<th>Category</th>
<th>Cause(s)</th>
<th>Recommendation(s)</th>
<th>Followed-Up By</th>
<th>Date Forwarded to Employer</th>
<th>Recommendations Implemented</th>
<th>Resolved</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 19, 2013</td>
<td>Hydro Pole Creosote Smell</td>
<td>Professor</td>
<td>Air Quality</td>
<td>Research Activity</td>
<td>Darryl to contact DHS For Review</td>
<td>Darryl Pike</td>
<td>August 16, 2013</td>
<td>Procedural plan put inplace.</td>
<td>Y</td>
</tr>
<tr>
<td>July 19, 2013</td>
<td>Syringe found in 3rd floor garbage can</td>
<td>Custodians</td>
<td>Safety</td>
<td>Unknown</td>
<td>Barb to follow up with custodians on e-mail correspondence</td>
<td>Barb Elliott</td>
<td>November 20, 2013</td>
<td></td>
<td>N</td>
</tr>
<tr>
<td>March 7, 2014</td>
<td>Fire Alarm annunciation not loud enough</td>
<td>OHS Matters Rising</td>
<td>Safety</td>
<td>Fire Alarm Set-Up</td>
<td>DHS to review</td>
<td>Darryl Pike</td>
<td>March 31, 2013</td>
<td>Faculty to request DHS to conduct fire drill and check.</td>
<td>N</td>
</tr>
<tr>
<td>Sept. 24, 2014</td>
<td>Floor riser in EN-4002 Trip Hazard</td>
<td>Professor</td>
<td>Safety</td>
<td>Building Design</td>
<td>FM to review area and make recommendations</td>
<td>Darryl Pike</td>
<td>October 7, 2014</td>
<td>FM installed light switch by main door.</td>
<td>Y</td>
</tr>
<tr>
<td>Nov. 17, 2014</td>
<td>Fluids Lab Electrical Review for GFI reqments</td>
<td>Employee</td>
<td>Safety</td>
<td>Not Applicable</td>
<td>FM to review receptacles and panel for GFI requirements</td>
<td>Darryl Pike</td>
<td>November 27, 2014</td>
<td>GFI's installed by FM</td>
<td>Y</td>
</tr>
<tr>
<td>Dec. 20, 2015</td>
<td>Building Inspection 2015 16 issues found</td>
<td>OH&amp;S Committee</td>
<td>Safety</td>
<td>General</td>
<td>Review line items in the 7 page report and address all 16 items</td>
<td>Barb Elliott</td>
<td>January 2015</td>
<td></td>
<td>N</td>
</tr>
</tbody>
</table>

SIGNATURE OF CO-CHAIRS: Employer Co-Chair [Signature] 2015/03/06  Worker Co-Chair [Signature] 2015/03/06

Before returning this copy to the Commission, please ensure that two copies are made - one to post in the workplace and one for the OH&S Committee's file. This original must be sent to the Commission.