

making health and safety a **priority during** **the pandemic.**

Our commitment to health and safety extends to every client and employee we work with. We take proactive steps to ensure that all our employer partners maintain a high level of productivity and avoid disruptions caused by workplace injuries, accidents and health issues.

Health and safety is integrated into everything we do, including our day to day planning, development and maintenance. We partner with clients who also believe in the importance of health and safety and implementing best practices. Our health and safety management practices not only comply with all applicable federal and provincial regulations, but are heavily focused on prevention and continuous improvement.

consultants are trained to assess health and safety issues

Randstad offers continuous health and safety training to staff of all levels of the organization, as well as in all lines of business. As part of our onboarding curriculum, each employee receives health and safety awareness training, as well as specific training about risk identification and assessment as it pertains to their department and role. Annual refresher training is also provided, with continuous updates on procedures and policies as applicable based on legislative changes.

- Employees are equipped with the skills to identify and assess hazards at client worksites and to ensure that appropriate preventative and protective measures are present before placing a worker at a client site.
- Employees are required to go through a series of online training modules, skill set assessments and orientation as part of their registration & hire process

onboarding and training includes the following areas:

- Randstad Canada Health & Safety Policy commitment
- Roles and responsibilities of the workplace parties
- Workplace hazard identification
- Accident reporting
- Workplace accident investigation process
- Return to work procedures
- Hygiene and safety standards
- Reporting of hazard and unsafe work procedures
- Emergency plan and first Aid,
- WHMIS/MSDS
- Joint health & safety committee,
- Violence & harassment in the workplace
- Communication and documentation pertaining to the worksite.

As a result our consultants conduct worksite evaluations during all prospective client visits and job evaluation/risk assessments for each unique position that has to be filled for a client. A yearly Worksite Evaluation is completed for each client to ensure that no changes have occurred for the filled position and that the work environment has not been altered since the initial evaluation. Consultants communicate any safety-related issues that arise from the worksite and risk assessment to employees, the branch manager and the risk management team using a risk matrix and escalation procedures

all temporary workers undergo health and safety training

With a comprehensive safety curriculum established specifically for talent, Randstad Canada ensures all workers are equipped with the safety knowledge to perform their work safely at a client site. Workers are also equipped with basic awareness of hazard recognition, accident reporting, employee roles and rights, manual material handling, workplace violence and harassment, and WHMIS.

- All job applicants must provide a resume, contact references, proof of academic credentials, apprenticeship or license whenever applicable. Employment references are required to be conducted to confirm the individuals' qualifications, work experience and knowledge. Candidates are carefully vetted before starting work, and may undergo additional testing, if needed, to ensure they will be able to work safely.
- We are currently vetting our candidates based on new and strict health & safety procedures regarding recent travel, sickness, etc, to respond to the current health crisis.
- All temporary employees complete a comprehensive safety curriculum before being cleared to work. We provide relevant and mandatory health and safety training prior to workers commencing their assignment or performing in their role. This training sets the foundation for health and safety expectations from the onset and ensures everyone is aware of the expectations, how to report hazards, and ensures workers have a voice in ongoing health and safety within their workplace.
- Training is tailored based on the job and provincial requirements. Our clients work with our team to create custom training programs for jobs or sectors with special requirements.

benefit from the expertise of our national health and safety team

Our health and safety and risk management team travels across Canada to support clients of all sizes, in a variety of industries, ensuring that they are following current best practices and maximizing productivity. The team has a deep expertise in health and safety compliance and legislation. They perform audits on a regular basis, ensuring clients are following best practices; and are constantly enriching their safety knowledge by participating in safety events, conferences, and staying active in the health and safety field.

- Our health and safety team can provide guidance on hygiene and emergency contingency planning to help you continue with your company's operation and support to your customers, to reduce the impact of the pandemic (COVID19) will have in your business.
- Our team stays on top of legislative changes across Canada and ensures relevant policy and procedure changes are made, so you can rest assured you're in compliance with all federal and provincial requirements.
- As part of our value-added services, our health and safety managers visit client sites to perform safety audits, safety training, and safety policy and program reviews. This ensures clients are protected and remain compliant with all health and safety requirements.
- You can benefit from our team's consultative expertise that covers a wide range of industries. We learn about your unique safety challenges and assist in developing processes and a safety culture that will enhance your performance.
- You can access our extensive database of training materials to educate your employees on various health and safety topics.
- One of Randstad's biggest strengths as an organization is our unified efforts to communicate health and safety trends and analysis with all employees on a weekly, monthly, quarterly and yearly basis. Randstad's Safety & Risk Management Team plays an integral role in communicating accident trends, and sharing preventative measures that drive the program forward.

we're recognized as a leader in the health and safety community

Using a variety of health and safety tools, we build forward-thinking and data-driven health and safety practices and protocols that keep our talent and client's workplaces safe. Collaborating with clients, we go above and beyond following best practices, doing everything within our power to ensure worksites remain safe for all employees. We're also active volunteers within a variety of non-profit organizations that are committed to improving health and safety.

- We keep track of accident rates on a monthly, quarterly and annual basis. We use the data collected to be proactive and draw conclusions that will help our clients develop safer workplaces.
- We have an exemplary health and safety record, outperforming competitors in the staffing space.
- Our health and safety team has been actively involved and part of the ACSESS Safety Group since 2006. ACSESS (Association of Canadian Search, Employment and Staffing Services) is the national voice of the recruiting, employment and staffing services industry. They advance best practices and ethical standards through advocacy, government relations, professional development, resources and research. At ACSESS, Randstad has visible involvement at all levels, including senior management. Randstad employees lead sponsored webinars, sit on committees and in chapters, and have been asked to speak to other industry leaders about our best practices.
- Members of the Risk Management team are also active participants and members of the Workplace Safety & Prevention Services & Board of Canadian Registered Safety Professionals as ambassadors and certification advisors.
- Randstad team members also volunteer their time to speak to young workers at High Schools on their Roles, Responsibilities, Right to Participate and Right to Refuse Unsafe Work in efforts to focus on protecting our young and vulnerable workforce.

governmental certifications and recognitions

We've been recognized by and deeply involved with organizations committed to health and safety. We are certified by and have won recognitions from organizations including:

- COR in Alberta - Certificate of Recognition
- ACSESS - Association of Canadian Search, Employment and Staffing Services
- WSIB - Workplace Safety and Insurance Board
- CNESST - Standards, Fairness, Occupational Health and Safety Commission

The information provided is only intended to be a general summary. It is not intended to take the place of either the written law or regulations. Further, given the rapidly revolving spread of COVID-19, the information may not be up to date. We encourage readers to review the specific statutes, regulations and other interpretive materials for a full and accurate statement of their contents.

For additional information on current best practices we are following, please refer to these organizations:

CDC:

<https://www.cdc.gov/coronavirus/2019-ncov/index.html>

WHO:

<https://www.who.int/emergencies/diseases/novel-coronavirus-2019>

OSHA:

<https://www.osha.gov/SLTC/covid-19/>

NIOSH:

<https://www.cdc.gov/coronavirus/2019-ncov/about/>

PHAC:

<https://www.canada.ca/en/public-health.html>

Goverment of Canada-Employment Insurance:

<https://www.canada.ca/en/services/benefits/ei.html>

Quebec-Temporary Aid for Workers Program:

<https://www.quebec.ca/en/family-and-support-for-individuals/financial-assistance/temporary-aid-for-workers-program/>