

**Safety Training Standards & Delivery Asbestos SME  
April 6, 2009**

<b>Invitees</b>	<b>Affiliation</b>	<b>Attend?</b>	<b>Invitees</b>	<b>Affiliation</b>	<b>Attend?</b>
Christine Marsh	Shell	yes	William Deschamps	Terra	No
Rob Wieringa	B and D	Yes	<b>Bob Sauve Chair</b>	<b>UA</b>	<b>Yes</b>
Dave Lambert	CSAO	No	Tom Hennessy	IEC Guest	no
Bob Huggett	NOVA	Yes	John Swart	Insulators	yes
			<b>Jamie Cockerham Back up chair</b>	<b>IEC -</b>	<b>Yes</b>
Wayne Allen	DCCL	Yes	Michael Manz	IEC - Guest	no
<b>Giselle Owen Scribe</b>	<b>Suncor</b>	<b>Yes</b>	Paul Spearman	IOL STS Rep	Yes
Matt Guerette	Nel-Tekk	No			

**Acceptance of Previous Meeting Minutes**

Minutes accepted as written

**Follow Ups from Previous Meeting**

**Action Items**

Paul Spearman had several action items for the STS – 1/ Do contractors expect this course to be the theory training for type 1 and 2 work? Paul took this to the Steering committee and they said yes this would be a good idea. This leads to #2 which is, can we do 2 courses, a basic Asbestos Awareness and an advanced course which would cover the type 1 and 2 in more detail? The answer again is yes. #3 The Asbestos Awareness SME group wants to do the design for the course, is this OK? Paul's answer was the steering team will help with this, and Jamie has info that there will be a design template put out for the SME to follow. The volunteers to be on this design team are Jamie ( IEC ) Christine ( SHELL ) Wayne ( DECL/ALUMA )

Wayne and Bob Sauve were to check into the different types of banding, tags, colours, etc. used to ID the Asbestos and Non-Asbestos on the valley sites from the contractor perspective. This was not fully discussed and has been put forward along with Jamie checking more of what other sites are doing in this regards for the next meeting before putting recommendations to the steering team.

**Design Team**

Wayne, Christine & Jamie to meet on Wednesday April/8 to look at existing

modules in place at present and start to put a plan together. **This meeting cancelled on Wednesday morning as they were told to wait for a design template to be shown at the next meeting.**

### **Gaps**

The SME group feels there are more gaps to be identified, and they will be discussed and fed back to the steering team through Paul Spearman. Example is that when the group starts working on type 1 and 2 work there may be gaps. Also we will try and take these gaps back to our sites and discuss with them on the importance of standardization from one site to another and can it be done, and report back to the SME group.

### **STS Design Template**

Jamie explained that Mike Manz and Shelley Brown have reviewed what we have done on the template as of date and we are ready to move onto the Evaluation section. See below for evaluation....

**Reaction** – Discussed on how we measure the learner’s reaction after the training – We agreed a feedback form should follow after the training.

**Learning** – How do we measure if our learning objectives were met? All agreed that a test with 20 questions and 100% passing mark needed.

**Behavior/Performance** – What level of learning’s would be asked in the field? Agreed that questions would be picked from the topics in the training program. Some examples were; What would you do if you came across Asbestos on your job? What controls are in place for your job? Did you look for Asbestos hazards before starting your job – identify on TASC ? Know what their responsibilities are. What types of reports are available to the worker? Recognize the types of Asbestos work.

**Who would do the field evaluation** – The group had lots of different ideas on this and some are contractor safety person, foreman at the tool box safety meetings, after 6 months give out the test again and see what was retained from class. **So on this category we had no firm answer and will be discussed again at the next meeting.**

**Impact** – How do we know to what extent the original purpose of the training was achieved? It was decided to look at exposure incidents in the past compared to after training.

### **Prompts from the STS Flowsheet**

**Do we require training aids** – **Pictures** – YES  
**Videos** – YES  
**Equipment** – YES

**Sample Material – NO**

**Recertification Requirements** – Is there re-certification? YES  
When re-certify? Every 2 years

**Reference material needed** - 278/05 Green Book

**Trainer Requirements** – The Trainers need to be identified, and a competent person – **we did not answer specifically – Experience, Qualifications, Training needed. This will be discussed again at the next meeting.**

**Additional Training** – Records be kept at the IEC and the course length would be 45 to 60 min. in total

**Old Gaps and new that need follow up;**

1/ Identification of Asbestos on site – It was agreed that Blue Banding would be for Non-Asbestos – Asbestos tags, different colors at present.

2/ Reporting forms – what forms are used for exposure, MOL-WSIB – PIER worker forms?

3/ Demolition – Asbestos removed before demolition, same regs used.

4/ Asbestos in buildings – how is it identified on your site.

5/ Asbestos sampling – is it done on your site or off site

6/ Labels for in line gaskets – do you identify

**Action Items**

1/ Ask other sites not represented at this meeting what they are using to Identify their Asbestos in 1/ Insulation, 2/ Gaskets and 3/ in Buildings	Jamie, Wayne & Bob
2/ Reporting forms – please bring to the meeting what you people do for reporting. We will discuss and decide which would be best.	ALL
3/ Field evaluations – Who should do these? What qualifications needed?	ALL
4/ Trainer qualifications – Who should be training and what are the qualifications for them? What	ALL

qualifications or training should they have?	
5/ Sampling – do we need to standardize	ALL
6/ Demolition – it needs to be in the program, but where	ALL

### **Next Meeting**

1/ Move forward with course design and Jamie to explain.
2/ Review our action items
3/ Discuss our next step to Advanced Asbestos Awareness and proceed with it using a new template.