

**Safety Training Standards & Delivery Asbestos SME
March 26, 2009**

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

Acceptance of Previous Meeting Minutes

Minutes accepted as written

Template

The gap Analysis was completed from last meeting and a review by all was done looking for gaps between different training requirements used; Green book, CSAO, IEC, B&D, Nova, IOL, Shell, Suncor and Terra.

What were the Gaps?

- 1/ Demolition – mentioned either not at all or differently in the programs
- 2/ Identification – Asbestos, Non-Asbestos, Asbestos Gaskets, Asbestos Mastic and Transite are tagged or some how identified different in the plants we work in. Causes confusion for workers.
- 3/ Reporting Forms – Between plants, there is a difference of when, who and how they are used.
- 4/ PPE – Type 1 work for Asbestos does not require a respirator, some plants have it mandatory that workers wear them.

** These items were not all identified on the gap analysis spread sheet, but during good discussions these came out as things that need to be discussed.

Additions to Template

When the group went through the Needs Analysis and Task/Topic Analysis there were areas that were not completed. We felt we had to finished and review the Gap Analysis for this to be completed.

Under needs analysis we filled in – *What are the gaps*

Under Task/Topic Analysis we filled in – *Site Specific*

* see template for info

** It was also discussed that *site specific* may be blended with *Identification* as we go along.

Feedback Loop on IEC Website

The link on the website is functional. Anyone can checkout our website to view the minutes of our meetings and our Template (Jamie will make sure an updated Template is on the web)

Items to be Discussed at Next Meeting

Next meeting the following should be discussed with some results being sent to the STS Steering Team.

- 1/ Standardize Identification of all Asbestos on sites
- 2/ Reporting forms – Standardize?
- 3/ Mandate type 1 work with a respirator

Action Items

Questions to ask at the STS Steering Team

1/ Do contractors expect this training to cover their workers type 1 and 2 Theory training?

2/ This SME group wants to do the course design – final product. Can they and if not who is?

3/ We may need to do 2 courses – a basic and one with more detail covering type1&2 work – is this a problem.

4/ What companies use what kind(tags,banding,etc.) and colour of identification for their Asbestos containing material – includes insulation, gaskets, mastic, transite, etc.

Paul Spearman

Bob Sauve
Wayne Allan
* Jamie E mail Giselle
for Suncor info

Next Meeting

March 30, 2009 – 1:00 – 3:00 IEC Board Room

* meeting will have video equipment to view pictures from Paul Spearman