

# CERTIFICATION PART I

**Mandatory Certification Part I training** is the first of a three-part process to attain and maintain Certification status for joint health and safety committee members in Ontario. See the WHSC product sheet entitled, *Certification Training: The Process* for details.

WHSC's *Certification Part I* training was one of the first to be approved by the Ministry of Labour, Immigration, Training and Skills Development (MLITSD). It is applicable to all provincially-regulated workplaces. Participants gain a full understanding of occupational health and safety legislation, including rights and responsibilities of the workplace parties and certified reps in particular. Equally important, participants learn about general hazard control and prevention theory and best practices for administering workplace health and safety policies and programs.

**WHSC Certification Part I** training consists of the following modules:

- Introduction
- The Internal Responsibility System
- Understanding the Law
- Employer Responsibilities
- Worker Participation
- Enforcement
- Joint Health & Safety Committees
- The Certified Member
- Human Health
- Health & Safety Policy and Program
- Hazard Identification
- Hazard Assessment
- Hazard Control
- Workplace Inspection
- Workplace Investigation
- Policy and Program Review.

**Note:** The training standard mandates this program to be a minimum of three days. As such, WHSC offers a three-day *Certification Part I* program to meet mandatory requirements. For those seeking additional time to digest and demonstrate key learning objectives, WHSC also offers *Certification Part I - Enhanced* training, delivered over four days.

Following completion of *Certification Part I* training, most candidates must then complete *Certification Part II* training within six months to become fully certified. During the COVID-19 pandemic this timeline has been extended to 12 months. Within three years of completing *Certification Part II* training, certified members must also complete *Certification Refresher* training and every three years thereafter. See other Certification-related WHSC product sheets for details.