

OHS Case ID: **4650FGQWMSH**

Field Visit no: **4650FGQWMSH-4650-FV001**

Visit Date: **2026-APR-02**

Field Visit Type: **INITIAL**

Workplace Identification: **LAKEHEAD UNIVERSITY SHIPPING/RECEIVING
874 TUNGSTEN STREET, THUNDER BAY, ON CA P7B 6J3**

Notice ID:

Telephone: - JHSC Status: **Not required** Work Force #: **2** Completed %:

Persons Contacted: **Gary McDonald - Lead hand**
Visit Purpose: **Determine compliance with the Occupational Health and Safety Act**
Visit Location: **Warehouse.**
Visit Summary: **No orders issued.**

Detailed Narrative:

The reason for this visit is to audit compliance with the Occupational Health and Safety Act and its Regulations.

The following was observed/discussed/provided:

The workplace has less than 6 workers.

Workers receive basic health and safety awareness training, WHMIS, Transportation of Dangerous Goods and forklift as required. Safety Data Sheets are available.

Toyota Forklift Model 8FGU15 Serial # 65425 was inspected by Equipment world May 2025. There are fork extensions available for the unit. Discussion was had that when the forks are used with the Forklift it changes the maximum load rating. The maximum load rating with the fork extensions if used must be placed on the forklift.

Fire extinguishers are looked at monthly. The workplace is reminded that under the fire code fire extinguishers must be inspected annually to determine they are still working.

Conveyor belt on the north side wall is not in service.

The Ministry of Labour Immigration Training and Skills Development is conducting a year long campaign running from April 1, 2026 to March 31, 2027 in the broader education sector. The campaign will focus on raising awareness of key hazards in educational workplaces, increasing compliance with the Occupational Health and Safety Act and its regulations and work with our health and safety partners who will in turn provide education, awareness and resources to workplaces.

The goal of this campaign is to educate and empower workplaces through their Internal Responsibility System (IRS) to reduce injuries and illnesses, increase compliance with health and safety legislation and to promote a healthy and safe workplace.

Some of the key areas inspectors will look at.

- Trip and slip hazards
- Hazardous Products (WHMIS)
- Guarding
- Equipment maintenance
- Awareness Training (worker/supervisor)
- Hazard Specific Training (e.g. working at heights)

Recipient	Inspector Data	Worker Representative
Name: <u>Gary McDonald</u>	Name: <u>James Gionet</u>	Name: _____
Title: <u>Lead hand</u>	O.H.S.A. & B.O.S.T.A. INSPECTOR PROVINCIAL OFFENCES OFFICER 222-435 James St., Thunder Bay, ON P7E 6S7 HSThunderBayDistrict@ontario.ca Tel: (807) 633-4467 Fax: (807) 475-1646	Title: _____
Signature: _____	Signature: _____	Signature: _____

You are required under the Occupational Health and Safety Act to post a copy of this report in a conspicuous place at the workplace and provide a copy to the health and safety representative or the joint health and safety committee if any. Failure to comply with an order, decision or requirement of an inspector is an offence under Section 66 of the Occupational Health and Safety Act. You have the right to appeal any order or decision within 30 days of the date of the order issued and to request suspension of the order or decision by filing your appeal and request in writing on the appropriate forms with the Ontario Labour Relations Board, 505 University Ave., 2nd Floor, Toronto, Ontario M5G 2P1. You may also contact the Board by phone at (416) 326-7500 or 1-877-339-3335 (toll free), mail or by website at <http://www.olrb.gov.on.ca/> for more information.

The Government of Ontario wants to hear from you. You can provide feedback on this visit at 1-888-745-8888

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- Internal Responsibility System (JHSC's, worker representative posting requirements)

Notify the Ministry of fatalities, critical injuries, work refusals, reprisals and unsafe work practices.

Ministry of Labour, Immigration, Training and Skills Development Health & Safety Contact Centre


- Toll-free: 1-877-202-0008
- TTY: 1-855-653-9260
- Fax: 905-577-1316

Learn how to file a complaint if you have a workplace health and safety or workplace harassment concern and believe your employer is not correcting the situation.

<https://www.ontario.ca/page/filing-workplace-health-and-safety-complaint>

In an emergency, always call 911 immediately.

A copy of this report must be posted in a conspicuous place where it is likely to be seen by workers

Recipient	Inspector Data	Worker Representative
Name 	James Gionet O.H.S.A. & B.O.S.T.A. INSPECTOR PROVINCIAL OFFENCES OFFICER	Name _____
Title 	222-435 James St. S, Thunder Bay, ON P7E 6S7 HSThunderBayDistrict@ontario.ca Tel: (807) 633-4467 Fax: (807) 475-1646	Title _____
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