



Annual Report of the Council

2024-2025



*We're Canada's
national resource
for the advancement
of workplace health
and safety.*

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Council of Governors

The Canadian Centre for Occupational Health and Safety (CCOHS) is a federal departmental corporation reporting to the Parliament of Canada through the Minister of Jobs and Families and Minister responsible for the Federal Economic Development Agency for Northern Ontario, and is governed by a Council of Governors representing governments (federal, provincial and territorial), employers, and labour. This structure ensures a balanced, impartial approach.

Chair

Brenda Baxter

Employer

Joseph Bajzath – Air Canada

Giselle Lue – Jazz Aviation LP

Lori Kennedy – Canadian Pacific Kansas City

Amir Raza – FedEx Express Canada

Labour

Jenna Brookfield – Canadian Union of Public Employees (CUPE)

Julie Hébert – United Steelworkers

Andrea Peart – Public Service Alliance of Canada (PSAC)

Tara Peel – Canadian Labour Congress (CLC)

Provincial and Territorial

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Dan Campbell – Prince Edward Island

Rodney Cook – Ontario

Kurt Dieckmann* – Yukon

Rick Hunt – Nunavut

Dave Kramer – Manitoba

Todd McDonald – British Columbia

Kevin Mooney – Saskatchewan

Myles Morris – Alberta

Scott Nauss* – Nova Scotia

Tim Petersen – New Brunswick

Executive Board

Anne Tennier (Chair)

Rodney Cook

Julie Hébert

Lori Kennedy

Andrea Peart

Tim Petersen

Amir Raza

Audit and Risk Committee

Tim Petersen (Chair)

Julie Hébert

Lori Kennedy

Todd McDonald

Myles Morris

Andrea Peart

Amir Raza

Human Resources and Governance Committee

Rodney Cook (Chair)

Gail Boland

Jenna Brookfield

Lori Kennedy

Dave Kramer

Tara Peel

Amir Raza

*term expired/resigned

Message from the Council Chair and President



Brenda Baxter
**Chair of the Council
of Governors**



Anne Tennier
President and CEO

We are pleased to present the 2024-2025 Annual Report of the Council, which highlights the work and achievements of CCOHS over the past year.

Workplaces in Canada are facing significant challenges and health and safety issues that affect both employees and the work environment. As the world of work evolves, we remain committed to supporting workplaces in adapting and addressing these challenges. Our goal is to help create safer, healthier environments for everyone through proactive measures and continuous improvement.

Our strategic plan continued to guide us this year, paving the way forward in our pursuit to advance workplace health and safety in Canada. We focused our efforts on serving key sectors, including small and medium-sized businesses, federal government and jurisdictional partners, departments, and agencies, and those who may be at higher risk of disease, injuries and death because of their work. Additionally, we continued to show national leadership in promoting plain language and addressing emerging health and safety issues including proper fitting personal protective equipment for women and all body types, psychological health, climate change impacts, chemical safety, and the need for training and education.

We released the CCOHS Business Safety Portal, a new tool designed to help organizations understand their occupational health and safety responsibilities. We also partnered with Ontario's Workplace Safety and Insurance Board (WSIB) to provide all WSIB-registered businesses with free access to the portal.

We value the partnerships we've built with like-minded health and safety organizations and welcomed new opportunities for collaboration. With their support, we developed mobile apps, web tools and online courses.

Over the past five years, our partnership with the Public Health Agency of Canada has evolved as we shifted focus from COVID-19 to respiratory infectious diseases, travel health and safety, and mental health. This year, we welcomed a partnership with the Centre for Food-borne, Environmental and Zoonotic Infectious Diseases (CFEZID) branch of the agency to create resources related to zoonotic diseases.

The Council of Governors plays an integral role in the success of CCOHS by providing strategic direction as well as guidance, leadership and advice. During the year we had several changes to the Council. We welcomed new appointees: Giselle Lue (Jazz Aviation LP), Dan Campbell (Prince Edward Island), Rick Hunt (Nunavut), Todd McDonald (British Columbia), and Kevin Mooney (Saskatchewan). We said farewell and thanked our outgoing Council members for their commitment and service: Kurt Dieckmann (Yukon), and Scott Nauss (Nova Scotia).

We would like to express our gratitude to our Council of Governors for their dedication to health and safety and for their ongoing support of the Centre. We also extend our heartfelt thanks to everyone at CCOHS for their exceptional work and commitment to providing quality services, information, and guidance to help ensure that workplaces are healthy and safe for everyone.

Brenda Baxter
Chair of the Council of Governors

Anne Tennier, P.Eng., EP
President and CEO



Business Safety Portal

Get health and safety guidance tailored to your business and location

-  Create policies and programs
-  Stay up to date with training
-  Be prepared for an inspection





Zoonotic Diseases Risk Checklist



Workers should use this risk checklist to prepare for work being done with or near animals or insects that could spread diseases to people.

This checklist may not identify all hazards or control measures. Refer to the risk assessment conducted by your employer and ensure that all recommended control measures are in place.

Use this risk checklist daily, weekly, or as needed to ensure that all precautions for preventing zoonotic diseases have been addressed. Please note that some sections may not apply to your industry.

Mark ✓ (check mark) in the ☐ (check box) to respond "yes" based on the description of the section. If the answer is "no" or "not applicable," provide details in the Notes section at the end of the document. If you've answered "no" there may be a potential impact to your health. Be sure to follow up with your employer to investigate and determine appropriate control measures before starting or continuing work.

This resource was developed in partnership with the Centre for Food-borne, Environmental and Zoonotic Infectious Diseases of the Public Health Agency of Canada.



Wildlife

Control measures when working with or near wild animals

Mark a "yes" if you have taken precautions to:

- Know and understand the wildlife that you will be working with or near ☐
- Get vaccinated for any disease you may be exposed to, if one is available and you are eligible ☐
- Stand upwind of animals and specimens if working outdoors ☐
- Work in well-ventilated indoor environments ☐
- Clean and disinfect surfaces, objects, animal housing, and equipment regularly ☐
- Wash your hands with soap and water or use hand sanitizer regularly ☐

CCOHS by the Numbers

Since its opening in 1978, the Canadian Centre for Occupational Health and Safety (CCOHS) has remained dedicated to advancing workplace health and safety across Canada, with a vision to eliminate work-related injuries and illnesses.

We provide workplaces with credible information and resources to help them foster safe work environments and protect workers. From our wide range of relevant products and services and our extensive engagement activities throughout the country to our multimedia communications efforts, we continue to make meaningful progress toward our vision.

Here are some highlights of how we are supporting workplaces and workers to address their health and safety needs, plus a snapshot of our team size and funding.



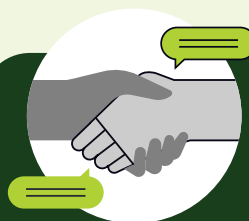
1 office
107
employees

Funding:
\$7.711 million
Revenue:
\$7.880 million



27 total posters
42,027 downloads

34
total publications



35 conference exhibitions
11,000+ people reached

38 total infographics
34,573 downloads

245 total podcasts
27,247 listens

34,743
newsletter
subscribers

182 total courses
246,424 seats taken



? **7,608**
health and
safety inquiries

2.9+ million
social media impressions



733 total fact sheets
4.6 million users

7.9 million
website visits



1.9 billion
media impressions



Strategic Plan 2023 – 2027

In 2023, after extensive consultations with stakeholders, users, and our staff to gain a clearer understanding of the role CCOHS could play and the services we could offer workplaces in Canada, we developed a new four-year strategic plan.

Vision

Meet the needs of the changing world of work with modernized and innovative products and services.

Be the preferred trusted source of health and safety guidance, information, and research.

Be easy to do business with, offering positive customer experiences and easy-to-use, seamless processes and services.

Be the employer of choice in the field with a highly satisfied and engaged workforce that models CCOHS values and health and safety excellence.

Be financially stable.

Priorities and Goals



National Leadership on Health and Safety Issues

Be the go-to experts for health and safety guidance.



Responsible Growth

Grow reach, impact and reinvestment.



Service Excellence

Simplify and streamline processes and enhance client service delivery.



Employee Experience

Consistently model CCOHS values and health and safety excellence.



Addressing Priority Sectors and Current Health and Safety Issues

Our strategic plan has helped guide us to serve key sectors, including small businesses and federally regulated organizations. We have also taken steps to address critical health and safety concerns, focusing on education, the impacts of climate change, psychological health and safety, chemical safety, and musculoskeletal injuries and disorders.

Small and Medium-sized Businesses

Small and medium-sized businesses face unique challenges, particularly when it comes to meeting their health and safety responsibilities. We also know these businesses account for 97.8% of all businesses and 54% of all workers in Canada, according to the latest report by Innovation, Science and Economic Development Canada. We continue to prioritize supporting this sector to create safe work environments, protect their workers, and develop new resources tailored to their needs.

Business Safety Portal

The Business Safety Portal offers an accessible and low-cost solution for business owners to understand and help meet their occupational health and safety responsibilities to protect workers from injuries and illness. Business owners can access health and safety guidance specific to their industry and location, templates and checklists to help identify hazards, assess the risks to their workers, and develop policies and programs to help protect them. The portal also includes access to online courses, practical manuals, fact sheets, and a digital file cabinet to store, update and share important documentation, such as health and safety plans, training certificates and inspection records.

Since launching the portal nationally in November 2024, we have partnered with Ontario's Workplace Safety and Insurance Board (WSIB) to provide WSIB-registered businesses with access to the portal. We are working with other jurisdictions who have expressed interest in a similar arrangement.

Handbooks on Health and Safety Foundations and Hazard Identification

The Health and Safety Foundations handbook provides a basic understanding of occupational health and safety. It explains how workplaces can identify, assess, and control hazards, plus

implement the required hazard control measures to protect workers. While the handbook is suitable for any organization, small to medium-sized businesses will find it particularly helpful in getting started on a health and safety program.

In July 2024, we released a new Hazard Identification, Risk Assessment, Hazard Control, and Evaluation handbook, which builds on the information provided in Health and Safety Foundations. This handbook provides workplaces with guidance on how to identify hazards that may potentially cause harm, assess their risk, determine control measures, and evaluate the effectiveness of controls.

Online Course: Health and Safety for Small Business

The Health and Safety for Small Business course introduces owners and managers to health and safety issues that can occur in small businesses. It offers practical information and strategies to identify hazards, manage risks, and plan for emergencies as part of an overall health and safety program. The course is available on our website and as part of the Business Safety Portal. This year the course was updated with new images and an improved user interface. The course was accessed 119,249 times through our website and the Business Safety Portal.

Federally Regulated Organizations and Employers

To help federally regulated employers understand their occupational health and safety responsibilities and duties, we offer courses related to the *Canada Labour Code* and resources on workplace safety topics like harassment and violence prevention.

Registry of Investigators

The Registry of Investigators, a list of qualified, professional investigators, was established by the Labour Program in consultation with a tripartite group of federally regulated employers and labour representatives to support the *Work Place Harassment and Violence Prevention Regulations*. The registry is available on the CCOHS website to organizations who need to investigate harassment and violence occurrences in their workplace. The free tool has maintained a registry of 74 investigators across Canada.

Online Course: Harassment and Violence Prevention

Since 2021, we have provided three online courses to help employers, managers, and employees in federally regulated work places understand their specific roles and responsibilities in accordance with the *Work Place Harassment and Violence Prevention Regulations*. 9,300 course seats were accessed this year (up 45% from last year).



Online Course: Canada Labour Code, Part II: An Overview

The Canada Labour Code, Part II: An Overview online course helps federally regulated employers understand the requirements of the Code and how it should be applied. The updated course features a refreshed Workplace Hazardous Materials Information System (WHMIS) section and expands on the duties of health and safety representatives, workplace health and safety committee members, and policy health and safety committee members. 3,418 course seats were taken this year.

Public Health Agency of Canada

In May 2020, we partnered with the Public Health Agency of Canada to develop workplace-related guidance for all workers in Canada. While the partnership initially helped workplaces navigate COVID-19 protocols, it has since expanded to include travel health and safety, workplace mental health, and respiratory infectious disease resources. Most recently, we partnered with their Centre for Food-borne, Environmental and Zoonotic Infectious Diseases (CFEZID) branch to develop zoonotic disease resources. More information can be found in the "[Partnering for Impact](#)" section of this report.

Psychological Health and Safety

A healthy workplace considers both the physical and mental well-being of its workers. With an estimated one in five people experiencing a mental illness each year in Canada, according to the Centre for Addiction and Mental Health, the need for support is great. We are committed to developing resources to help workplaces protect and promote mental health. This year we created a mental health toolkit, wrote articles and produced podcasts on mental health-related topics, including the intersectionality of psychological health and safety and human rights, gender, and diversity.

Workplace Mental Health Toolkit

The free Workplace Mental Health Toolkit (www.ccohs.ca/workplace-mental-health-toolkit) aims to help organizations build a workplace culture where employees feel safe, respected, and valued. The toolkit includes informative videos, practical checklists, infographics, posters, and podcasts to help develop a strong mental health program, address hazards and risks, and hold meaningful conversations about mental health with colleagues. It also makes the connection between mental health and other human rights issues. Together, the resources in the toolkit can help organizations create a psychologically safe and healthy workplace for all employees. Since launching in January 2025, the toolkit has had 7,969 page views.

Podcast: Sparking Courageous Conversations at Work

To help employers understand how courageous conversations in the workplace can help to advance equity, diversity and inclusion, this episode shared tips on how to spark these discussions and how to broach sensitive topics like discrimination and bias to help foster greater understanding, connection, growth and healing. The episode was released in August 2024 and has had over 430 listens.

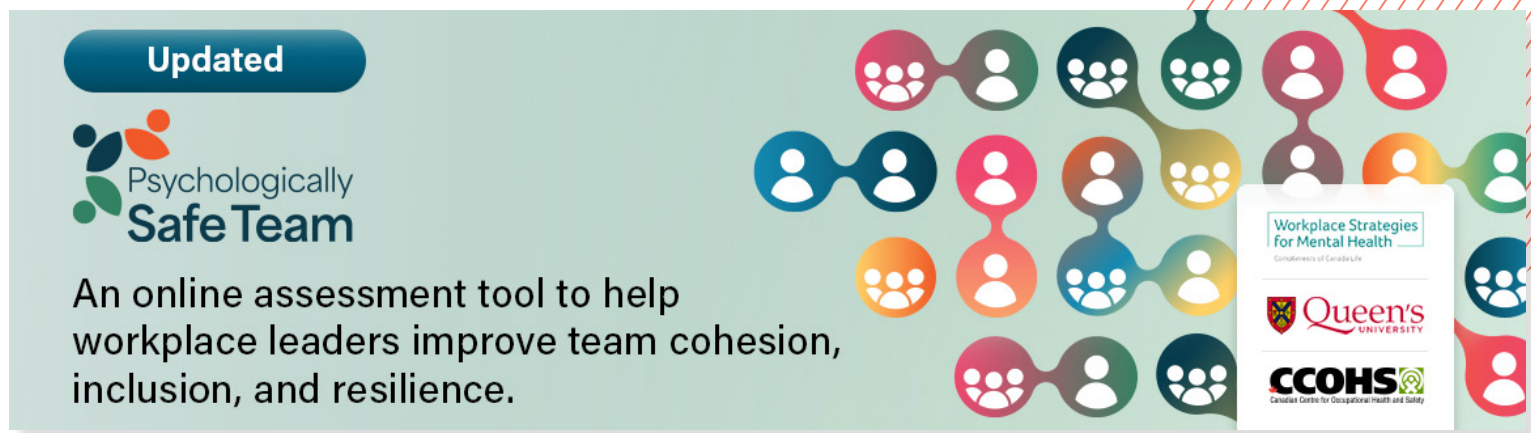


Podcast: Embracing Neurodiversity in the Workplace

Dr. Marie-Hélène Pelletier, a psychologist and business leader, discussed how embracing neurodiverse conditions such as attention deficit hyperactivity disorder, dyslexia, and autism spectrum disorder can help create a psychologically safe and nurturing work environment where all workers feel respected and valued. The episode was released in May 2024 and has had over 580 listens.

Workplace Strategies for Mental Health, Compliments of Canada Life: Psychologically Safe Team Assessment

In 2023, we partnered with Workplace Strategies for Mental Health, compliments of Canada Life, and researchers from Queen's University to create the Psychologically Safe Team Assessment tool (www.psychologicallysafeteam.com). The free online resource helps team leaders gather information from their team members to help with continual improvement. The tool was updated in May 2024 to enhance the user experience, add more resources, and provide guidance on how to implement strategies for improvement.



Updated

Psychologically Safe Team

An online assessment tool to help workplace leaders improve team cohesion, inclusion, and resilience.

Workplace Strategies For Mental Health
Compliments of Canada Life

Queen's UNIVERSITY

CCOHS
Canadian Centre for Occupational Health and Safety

Healthy Minds at Work Website

The Healthy Minds at Work website (www.ccohs.ca/healthyminds) shares resources from CCOHS and other credible organizations to help employers and workers improve mental health at work. The site also hosts and serves as a gateway to all our mental health-related tools created in partnership with Canadian organizations: Guarding Minds at Work, Caring for Healthcare Workers, Psychologically Safe Team Assessment, Psychologically Safe Leader Assessment, Caring for the Paramedic Community, and StressAssess.

Workplace Strategies for Mental Health, Compliments of Canada Life: Supporting Employee Success

To help employers take a psychologically safe approach to supporting the development of their employees, including those returning to work or needing accommodation, we partnered with Workplace Strategies for Mental Health, compliments of Canada Life, to develop Supporting Employee Success. This free online tool will launch in the spring of 2025.

Podcast: Creating Inclusive Workplaces for Trans and Non-Binary Workers

To help employers understand how to make the workplace safer and more inclusive for trans and non-binary workers, we interviewed diversity and inclusion champion Dani Gomez-Ortega for a podcast episode. From educating workers on trans issues and human rights, to ensuring access to gender neutral washrooms, the episode discussed why inclusive workplaces matter, roles and responsibilities, and the huge impact kindness can make. Since its release in 2023, the episode has had over 700 listens.

Workers at Higher Risk

In Canada, many young, new, aging, gig, and guest (temporary international) workers are employed in physically demanding, precarious, or hazardous jobs, which puts them at higher risk for injuries and illnesses. By expanding and updating our suite of resources, we're committed to supporting workplaces to create safe work environments and protect these workers.

Young Workers Zone

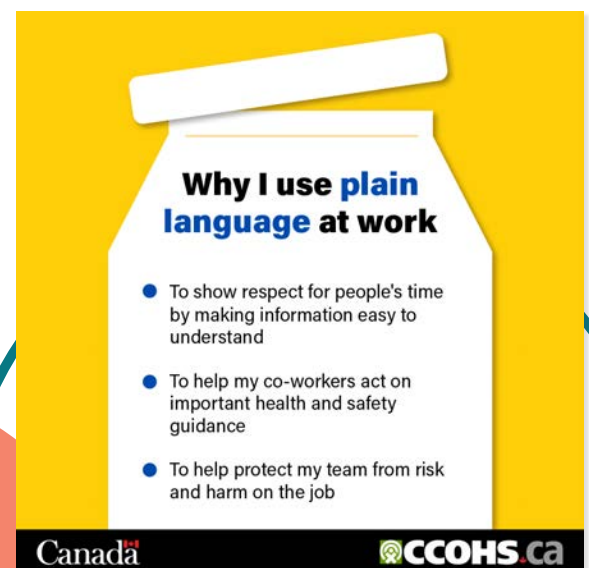
The Young Workers Zone website (www.ccohs.ca/youngworkers) provides employers, parents, guardians, and teachers with information to help support the health and safety of young workers. It also aims to raise awareness of their rights and responsibilities on the job. This year, in partnership with provincial and territorial departments of labour and occupational safety and health agencies, we created the Stay Focused at Work resource and infographic with tips to reduce distractions in the workplace.

New Worker Orientation Infographic

New workers are most vulnerable to getting sick or injured during their first month on the job. A comprehensive safety orientation can help set workers up for success right from the start. This year, we updated our free New Worker Orientation infographic to provide tips, reminders, safety questions to ask, as well as a checklist to help workers stay safe on the job. The infographic also outlines basic health and safety rights as workers in Canada. Since its relaunch, the infographic has been accessed close to 5,000 times.

Plain Language Toolkit

The Spell It Out Plain Language Toolkit (www.ccohs.ca/spell-it-out) is a free resource to help workplaces create safer and more inclusive workplaces using plain language. In today's diverse work environments, using acronyms, jargon, and complex words can create barriers and make it hard for everyone to understand important health and safety guidance, including people who are new to the workforce or speak a different first language. These misunderstandings may lead to confusion, errors, injuries and feelings of exclusion among employees. The toolkit provides practical tips and many free resources including videos, infographics, posters and shareable social media images on how to use plain language. Since launching in February 2025, the toolkit has had 3,225 page views.



Online Course: Introduction to Health and Safety for Workers

Everyone in the workplace shares a responsibility for health and safety. The Introduction to Health and Safety for Workers online course was launched in February 2025 to help workers gain a deeper awareness of their rights and the role they play in health and safety. The course also outlines how to support workplace health and safety activities, including incident reporting, investigation, and emergency preparedness and response.

Podcast: How Plain Language Improves Workplace Health and Safety

When it comes to communicating workplace health and safety guidance, being clear is essential. Unclear messaging and instructions can put workers at risk of harm to themselves and to others. That's where plain language can help. Plain language writer and editor Jocelyn Pletz discussed how clear and simple communication can improve workplace health and safety. Released in June 2024, this episode has had over 630 listens.

Podcast: Creating Safe Workplaces for International Workers

An essential part of the Canadian economy, international workers face several unique factors that put them at higher risk for injury. These include language barriers and fears around work permits and job security that may prevent them from speaking up about unsafe conditions. We produced a podcast with Francy Munoz, Community Legal Worker at the Windsor Essex Bilingual Legal Clinic, and leader of the C.A.R.E. for International Workers program, to discuss how to improve workplace safety for international guest workers. The episode has had over 720 listens since it was released in August 2023.



Climate Change

Workers and workplaces across all industries can be affected by climate change. Due to its northerly location, Canada experiences climate change at twice the rate of the world's average, according to Canada's National Adaptation Strategy, A Healthy Environment and a Healthy Economy. To be prepared, it's essential for workplaces to anticipate and plan for potential impacts. We continue to raise awareness of this increasingly important topic and support workplaces to take action on building climate resilience with our handbooks, courses, fact sheets and infographics.

Climate Change: Workplace Impacts Handbook

The Climate Change: Workplace Impacts handbook helps workplaces prepare for potential challenges and impacts from climate change. The free publication outlines how to identify, assess, control and monitor climate-related hazards. It provides guidance for taking climate-related events into account when establishing policies and programs. It also addresses how to consider the impacts of climate change when completing workplace hazard identification and risk assessments.

Online Course: Climate Change: Workplace Impacts

The Climate Change: Workplace Impacts course explains the impacts of climate change on both workplaces and the psychological well-being of workers. It also explores ways to address these effects and how to navigate climate-related challenges. Within the first year of its release, more than 3,060 people took the course.

Infographic: Climate Change Impacts on Work

Workplaces play a critical role in supporting workers amidst the challenges posed by climate change. These challenges can include operational disruptions, increased physical health risks such as heat stress, and mental health concerns like eco-anxiety, which can lead to depression and insomnia. The Climate Change Impacts on Work infographic outlines steps to identify hazards and assess risks through a climate change lens, the impacts on workers and workplaces, and practical support measures. The infographic was accessed more than 4,000 times this year.

Musculoskeletal Injuries

Musculoskeletal injuries are painful disorders of muscles, tendons and nerves that develop over time from tasks that repeatedly cause stress and injury to tissues. They are the most frequent type of lost-time injury and the single largest source of lost-time costs in Canada. Musculoskeletal injuries don't discriminate – anyone can suffer from one. That's why we remain committed to promoting awareness and sharing information and resources on prevention.

International Repetitive Strain Injury (RSI) Awareness Day

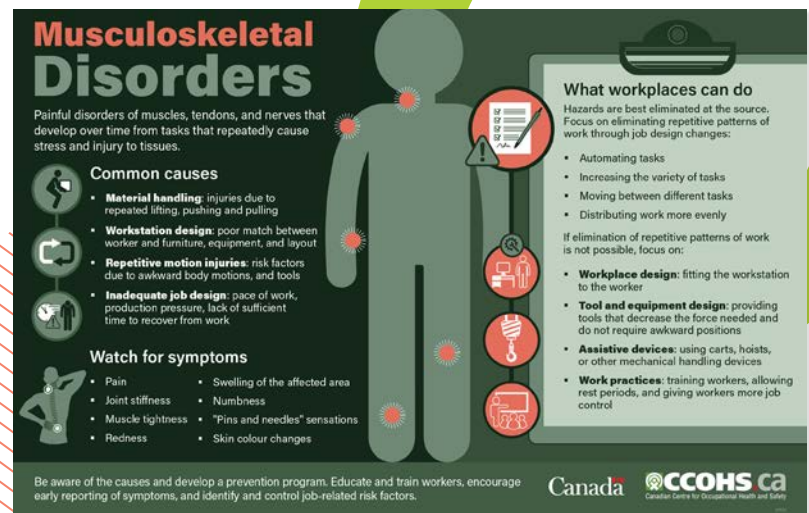
As one of the leading causes of workplace injuries in Canada, repetitive strain injuries are a major cause for concern. International Repetitive Strain Injury (RSI) Awareness Day (February 29 or February 28 in non-leap years) is devoted to raising awareness of these injuries, also known as musculoskeletal disorders. Every year, in an effort to inspire workplaces to focus on prevention, we run organic marketing and social media campaigns highlighting free resources to help them take action. The social media campaign resulted in 18,564 impressions. Additionally, the RSI Awareness Day web page had 7,857 page views.

Infographic: Musculoskeletal Disorders

Outlining common causes and symptoms of musculoskeletal disorders and actions employers can take to address these issues, our updated Musculoskeletal Disorders infographic shares quick tips on how to develop a prevention program and encourages early reporting from workers. The infographic was accessed more than 6,700 times this year.

Podcast: Musculoskeletal Disorders and Mental Health

Dr. Heather O'Reilly, Assistant Professor in the School of Interdisciplinary Science at McMaster University, talked to CCOHS about the connection between physical and mental injuries, and how workplaces can take steps towards assessment and prevention. This podcast episode had 759 listens this year, bringing the total number to more than 1,250 listens since its release in February 2024.



Chemical Safety

Chemicals are in every workplace, ranging from cleaning products to chemicals produced on site. Exposure to chemicals can cause occupational disease and injury and can present physical hazards such as fires or explosions. There are also legislative requirements for the Workplace Hazardous Materials Information System (WHMIS). To help keep everyone safe, it's critical to understand and address risks, and ensure workers know how to work safely with hazardous products and other chemicals.

CANManage

CANManage is our online service designed to help workplaces manage and maintain their safety data sheets. The service supports small and medium-sized organizations in meeting their regulated WHMIS compliance obligations by keeping their safety data sheet collections current, complete and accessible to those who need them. This year, we made enhancements to improve the user experience and provide a more intuitive and effective service. Future updates to the service include the development of a mobile app which is scheduled for release in the spring of 2025.

INCHEM

The International Programme on Chemical Safety (IPCS) INCHEM database is a collection of international peer-reviewed information on chemicals commonly used throughout the world, which may also occur as contaminants in the environment and food. The collection of 8,540 documents received 955,738 views and 522,671 website visits this year.

CHEMINFO

Used by chemical manufacturers, labour, provincial regulators and enforcement staff, the CHEMINFO database provides chemical health and safety information for more than 1,840 important

workplace chemicals to help identify hazards, control exposures, and prevent incidents in the workplace. This year, CHEMINFO users accessed 4,861 online records.

WHMIS.org: Canada's National WHMIS Portal

WHMIS.org is an online information and resource hub for suppliers, trainers, supervisors and workers in Canada. The website is a collaborative project between CCOHS and the Workplace Hazardous Materials Bureau of Health Canada, as well as each federal, provincial, and territorial occupational health and safety regulatory jurisdiction across Canada.

WHMIS.org houses online courses, links to legislation, acts and regulations, compliance tools, posters, fact sheets and other resources to help users access credible information they need about WHMIS in their jurisdiction. The website was updated to include changes to WHMIS legislation in Nova Scotia, with additional website updates planned for next year.

Overall, the website had 699,928 visits this year. The top three provinces with visitors to the English site were Ontario (44%), Alberta (11%) and British Columbia (10%), while the top three provinces to visit the French site were Quebec (69%), Ontario (23%) and New Brunswick (2.5%).

Online Course: WHMIS for Workers

To help Canadians work safely with hazardous products, we partnered with the Workplace Hazardous Materials Bureau of Health Canada to create the WHMIS for Workers online course. Overall, 42,412 course seats were taken this year, bringing the total amount sold since its inception to over 740,000. The top three provinces with users accessing the course were Ontario, British Columbia and Alberta.

Online Course: Office Health, Safety and WHMIS

Although offices are not always thought of as hazardous places to work, injuries and illnesses that happen in an office can be just as serious and costly as those that occur in any other workplace. This two-part course helps workers, supervisors and managers recognize potential hazards in an office environment, identify the key components of a health and safety program, and learn the basics of WHMIS.

Health Canada: WHMIS Committees

For many years, we have participated in three Health Canada WHMIS committees. The WHMIS Current Issues Committee (CIC) facilitates information sharing between government regulators and stakeholders (workers, employers, and suppliers). We are also observers on the Intergovernmental WHMIS Co-ordinating Committee (IWCC), a forum for regulators from federal, provincial and territorial governments along with Health Canada to exchange information and ideas related to the implementation of the *Hazardous Products Act and Regulations*. CCOHS is also an observer on the Canadian WHMIS Coordinators Committee (CWC), a forum for regulators from federal, provincial, and territorial governments to exchange information and ideas on the implementation of WHMIS in their individual jurisdictions.





Serving Canada to Improve the Lives of Workers

Everyone has a role to play in workplace health and safety. We provide easy access to a wide range of credible information, tools and services to help keep everyone engaged in creating healthier workplaces for all.

Answering Questions

OSH Answers Fact Sheets

Our collection of 733 OSH Answers fact sheets features credible information in an easy-to-read format. Written by our team of health and safety specialists, the fact sheets cover a wide range of workplace health and safety topics including chemicals, injuries, diseases, safety hazards, health promotion and wellness, and the prevention and control of hazards. Our fact sheets are free, available on our website and can be accessed anytime, from anywhere.

This year new fact sheets were added on hazards for personal trainers and casino industry workers, working safely with cleaning products, chemical safety, health and safety programs, and working with wildlife. Our focus on core health and safety principles continued this year, resulting in new fact sheets on leading and lagging indicators, fall protection plans, safety for small and micro-sized businesses, cleaning products, and the transportation of dangerous goods. In addition, we covered emerging health and safety issues including engineered stone countertops and their

silica hazards, measles, menstrual health in the workplace, and dementia in the workplace.

Our fact sheets are heavily promoted and shared in our social media posts, articles and email campaigns and are frequently referenced in news articles. This year alone, over 470 news articles (an increase of 11.7% from the previous year) shared information from our fact sheets on topics such as health and safety programs, workplace stress, harassment and violence, health promotion and wellness, working in the heat, ergonomics, chemical safety, hantavirus, silicosis and influenza.

These resources are also available on the free CCOHS Safe Work mobile app which hosts our full collection of fact sheets, along with infographics, videos, tip sheets and more. Users can download the app to their mobile device or tablet, and the resources can be accessed in places with limited or no internet connection. The app was downloaded 5,867 times this year (up 31%) bringing the total number of downloads since its launch to more than 16,000.

Most Popular

Fact Sheets



ENGLISH

- 1 WHMIS Pictograms
- 2 WHMIS Safety Data Sheets
- 3 WHMIS Hazard Classes

FRENCH

- 1 Phénomène de Raynaud
- 2 Syndrome du canal carpien
- 3 SIMDUT Pictogrammes



733
fact sheets



4.6 million users
6.5 million visits
to the fact sheets



3.6 million
visits from Canada

Safety InfoLine

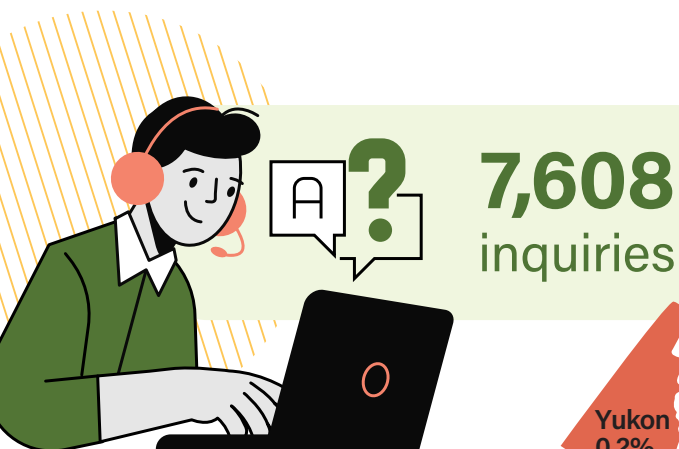
Our bilingual Safety InfoLine service connects individuals in Canada directly to our health and safety specialists. The service is free and confidential, providing credible information related to workplace health and safety questions and concerns. This year, Safety InfoLine received 7,608 inquiries. Similar to previous years, the top areas of concern were general health and safety topics, including administration, policies, and programs, as well as legislation and chemicals in the workplace.

Overall, users continue to value the service. According to survey results, 86% of users were very satisfied with the information they received, 90% were satisfied with the timeliness of their response, and 69% indicated the information received would lead to current or future changes to their workplace. Employers remained the largest user group, accounting for 38.9% of inquiries.

“

“I absolutely appreciate the service CCOHS provides. I’ve been asking questions for close to 25 years and never once been disappointed with the response or the information provided. Please keep up the excellent work. What CCOHS provides is invaluable.”

“I deeply appreciate the response that I received. I have asked many agencies for help, guidance and support and this is the most comprehensive response I received. Thank you.”



Users of the Service:

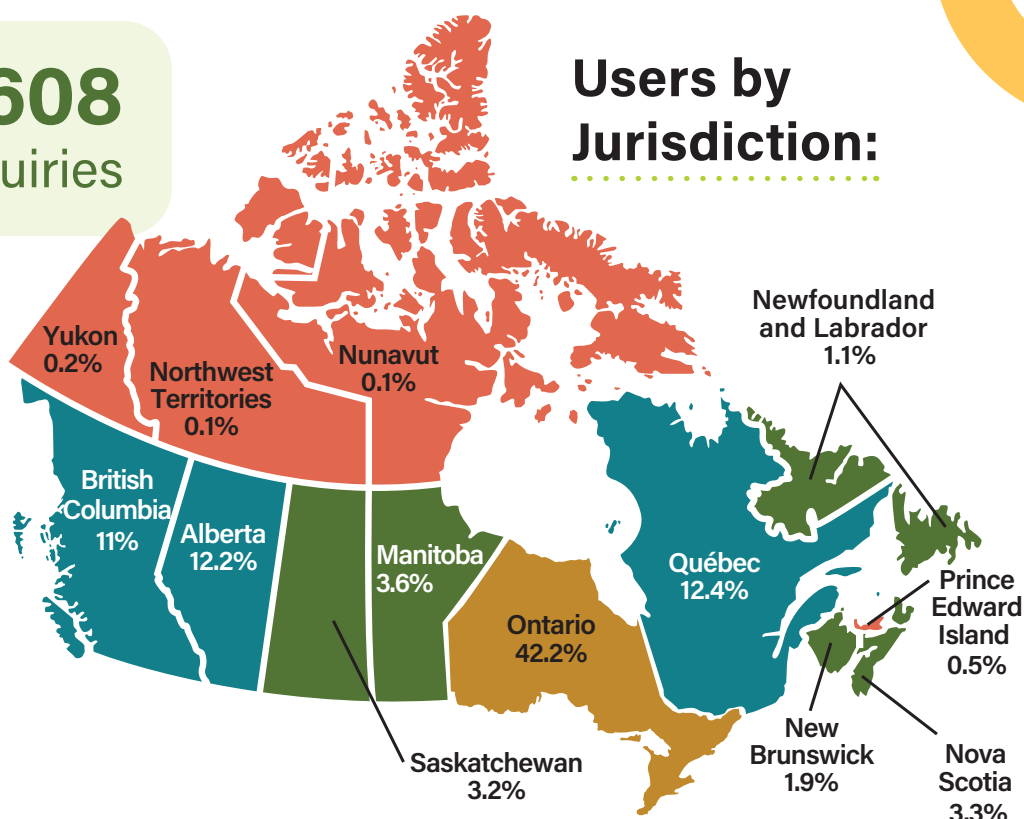
38.9% Employer

26% Other

24.8% Labour

10.3% Government

Users by Jurisdiction:



USA/Canada 2.1%**

** callers from the USA with questions for their locations in Canada

Outside of Canada 6.1%

Providing Access to Information

CCOHS Website

Our bilingual website (ccohs-cchst.ca) is the central hub where we host every workplace health and safety-related product, service, database, resource and microsite that we develop. It is constantly being updated with new content and referenced in almost all our social media posts, newsletter articles, media releases and marketing campaigns. This year, our outreach efforts resulted in 7.9 million visits by 5.4 million users to the website. Of these visits, 52.5% of users were in Canada (80% accessed the English website, and 20% accessed the French website). Overall website traffic was 23% lower than the previous year.

To help measure the effectiveness and impact of the website, we deploy pop-up web surveys throughout the year. More than 16,000 people responded to the survey. 90% of respondents said the information was easy to access, and 94% will use information from the website to make changes to their workplace (up from 82.4% last year). The survey also includes Gender-based Analysis Plus (GBA Plus) questions to help us understand the diversity of the users we serve and how we can fulfill our responsibilities to serve their needs. Survey results revealed 47.8% of users were male, 50% were female and 3.8% were non-binary. We also learned over 14% of users identify as Indigenous, 18% identified as 2SLGBTQI+, and 44% live with a disability.



5.4 million **users**
7.9 million **visits**



2.8 million users
were from Canada

13.5 million
page views



80% English **EN**

20% French **FR**

Reach and Impact

16,067
web survey respondents



90% indicated that
information was
easy to access



94% will use the
information
to make changes
in their workplace



"CCOHS is a part of my workday. It is a very useful tool, and the website is easy to navigate."

Promoting Health and Safety

Posters and Infographics

Our posters and infographics offer health and safety guidance in a visually appealing way and are easily printed and shared electronically.

Posters and infographics are undergoing streamlining and revitalization to update content, meet accessibility standards, and help users promote awareness of current health and safety messages. This year, we created a new Day of Mourning poster, and developed three new infographics in partnership with the Public Health Agency of Canada. These infographics covered zoonotic diseases when working with or near cats and dogs, avian influenza and personal protective equipment, and avian influenza in dairy cattle. Overall posters and infographics were downloaded 76,600 times from our website.

Postcard-sized fast fact cards provide another way for workplaces to download and hand out key health and safety tips. The cards were accessed 17,331 times, up almost 20% from last year.



Bird flu guidance
now available
in Spanish

Most Popular

Infographics

- 1 Mental Health in the Workplace
- 2 Cannabis and Impairment in the Workplace
- 3 Civility and Respect in the Workplace

Posters

- 1 WHMIS Pictograms
- 2 WHMIS Labels
- 3 Scent-Free Zone

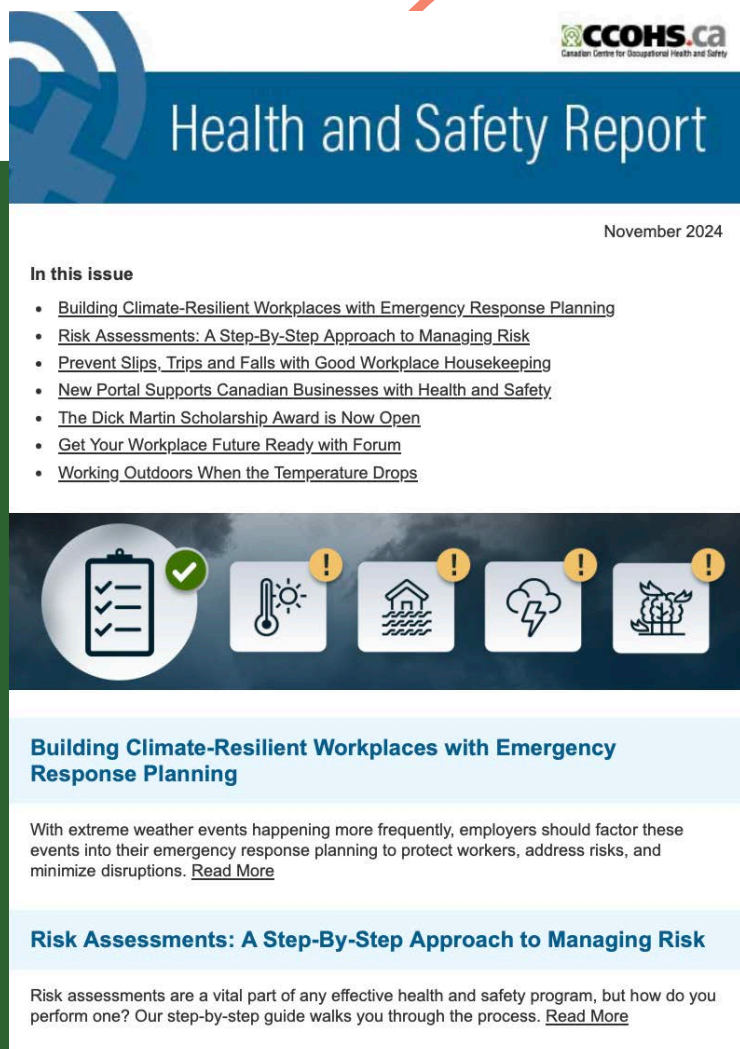
Fast Fact Cards

- 1 Psychologically Healthy and Safe Workplaces
- 2 Mental Health Tips for Employers
- 3 Pick Up Tips on How to Lift Safely

Health and Safety Report Newsletter

The monthly Health and Safety Report email newsletter provides information to 34,743 subscribers on current workplace health and safety issues, tools and resources. Along with the 16.9% increase in subscribers, the newsletter was refreshed with a modern, accessible design in May 2024.

According to its annual readership survey, 98% were satisfied with the content and format of the newsletter. 76% indicated that they use information from the newsletter to help with changes that might improve health and safety. In the coming year, the newsletter will focus on providing a greater ratio of useful health and safety information and insights.

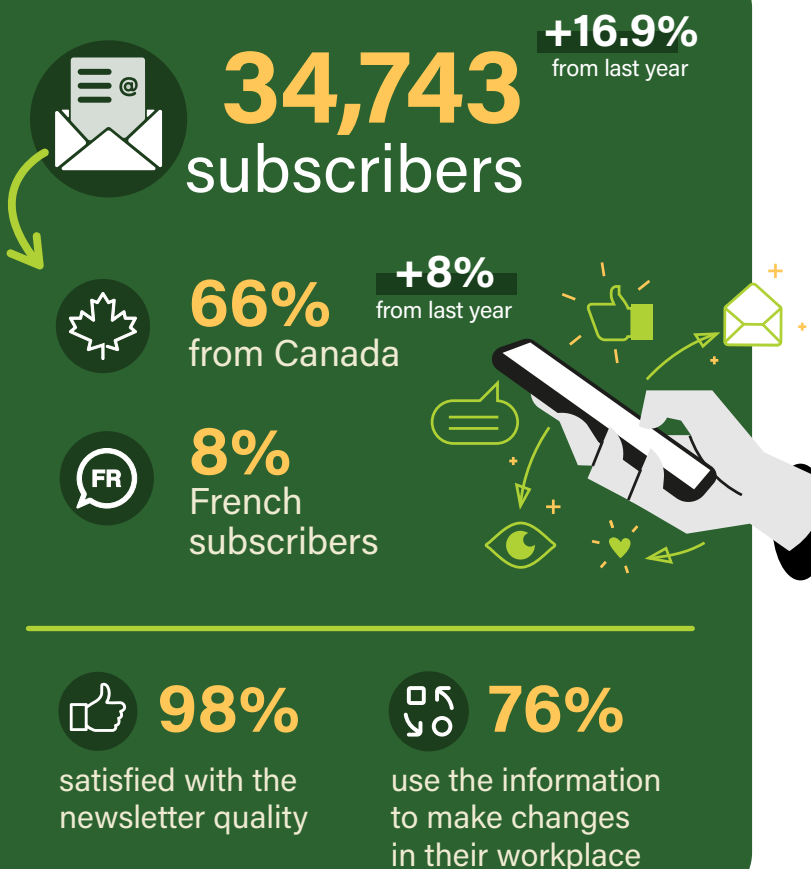


“

“The report provides useful information that can be leveraged to enhance existing safety protocols.”

“The Health and Safety Report is a valuable resource that keeps me informed about current trends, regulatory updates, and practical safety tips. I appreciate the clear and concise format.”

“I love the report and find it very informative. Often, it provides me with a resource to support a conversation or investigation.”



Podcasts

Now in its 15th year, the podcast program saw the release of 15 new episodes (10 English, 5 French). The team conducted 11 interviews, speaking with experts on embracing neurodiversity, plain language, courageous conversations, avian flu, inequities in personal protective equipment, the health impacts of physically demanding work, and supporting men in the trades who may be struggling with substance use. The most popular episode was an interview with a Threads of Life ambassador, Melanie Kowalski-Fleming, who shared her family's story about overcoming a workplace fatality. Total podcast listens were 27,247 and in the coming year, we plan to post episodes on YouTube, determine methods to garner listener feedback, and review our visibility on streaming services to boost listener numbers.

Most Popular

Episodes

- 1** Day of Mourning – Melanie Kowalski-Fleming's Story
- 2** How Plain Language Improves Workplace Health and Safety
- 3** Embracing Neurodiversity in the Workplace



15 new
episodes

27,247
listens





Connecting with Canadians

To better understand the health and safety needs of different workplaces and foster safer work environments, we make it a priority to engage with the people we serve in multiple ways throughout the year. We participate in conferences, speak at events, host webinars, and actively share health and safety guidance on social media. By actively listening and connecting with people nationwide, we gather valuable insights into their challenges and priorities.

Exhibits and Speaking Engagements

To spread awareness about health and safety and connect with employers and workers, we exhibited at and participated in 35 virtual and in-person events, conferences and tradeshows across Canada. We also had 25 speaking engagements throughout the year, presenting on a variety of topics, including hazard and risk prevention programs, mental health, and harassment and violence. Through these events, we reached more than 11,000 people (up 61% from last year).

We engaged with diverse audiences at the regional and national levels through events led by employers, unions, government and Indigenous communities. We connected with representatives from federal unions and departments, such as the Canadian Border Security Agency and the Union of Taxation Employees, as well as industry-specific audiences such as the Canadian Institute for Mining.

In addition, we will continue to actively pursue virtual and in-person opportunities to directly engage with stakeholders in the northern territories.

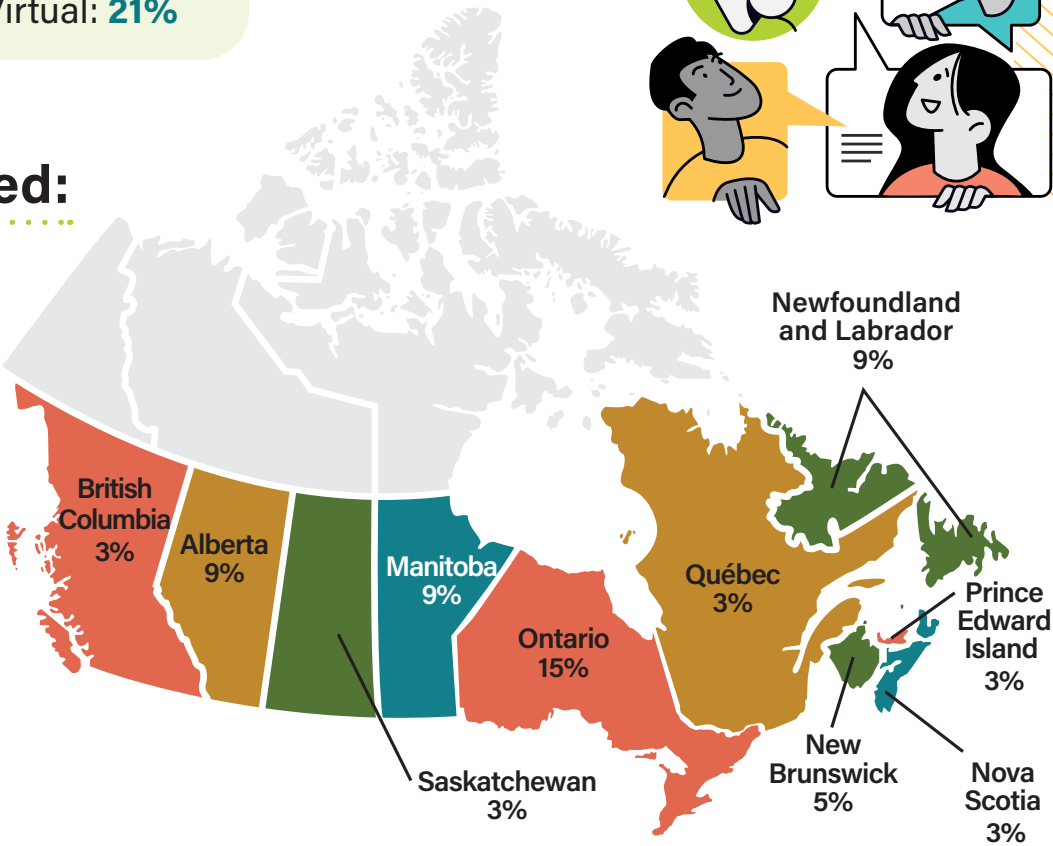


In-person: 79% Virtual: 21%



Where We Served:

35% National



Forum 2025: The Changing World of Work

Approximately every two years, CCOHS hosts a national forum that explores the changing world of work. The event brings leaders, changemakers and health and safety professionals together from labour, government and employer groups to discuss and learn more about emerging topics that affect the health, safety and well-being of workers. The forum aims to provide opportunities for engagement, participation, and relationship building, and to foster connection within the health and safety community. We hope to inspire positive change that could create healthy and safe workplaces.

The next forum will take place on May 27-28, 2025, in Calgary, Alberta. Most of the planning and promotion was done this fiscal year. For the very first time, the event sold out more than two months in advance, with 230 delegates registered and every province and territory represented. The program will feature three keynote speakers, six presentations and five micro talks on a range of topics, as well as a showcase of innovative programs, tools and resources.

Sponsorship of the event was strong with UNIFOR returning as a platinum-level sponsor; three silver-level with Ministry of Jobs, Economy, Trade, and Immigration, Government of Alberta, STP ComplianceEHS, and the Alberta Municipal Health and Safety Association (AMHSA); and four bronze-level sponsors with Workplace Strategies for Mental Health, compliments of Canada Life, United Food and Commercial Workers Union – UFCW, VIDPro Inc, and Health and Safety Professionals Canada (HSPC) and two Friends of Forum-level from Workplace Safety and Insurance Board (WSIB) and Energy Safety Canada.

We are expecting the forum to be a positive, productive and engaging experience for all attendees.



Social Media

Social media is a key vehicle through which we share valuable health and safety information that drives users to our website, tools, and resources. Our social media audience increased to a total of 75,035 followers but the growth has slowed from 7% to 4% year over year. In contrast to gaining 2,281 followers on LinkedIn, we lost 206 followers on X (formerly Twitter) – not surprising as the ongoing instability of the channel continues to lose users overall.

In total 2,023 organic posts were made across all channels, generating 863,269 impressions. Overall, we garnered more than 2.9 million impressions (including paid) across LinkedIn, X, Facebook, Instagram and YouTube.

LinkedIn continues to be our strongest channel, and we will continue to look for additional ways to create content that resonates with our audiences, along with establishing presences on Bluesky and Threads.

2.9+ million

impressions across all channels



75,035
followers



2,023
posts



LinkedIn

38,305 followers



Facebook

17,424 followers



Instagram

2,225 followers



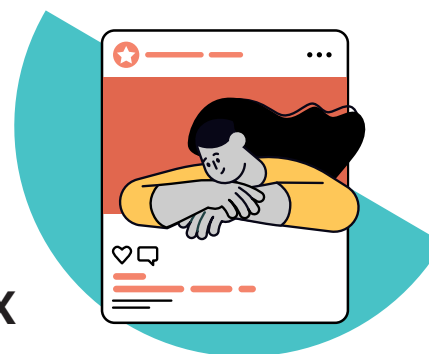
X

15,072 followers



YouTube

2,009 subscribers



Canadian Centre for Occupational Health and Safety

They may make snow removal less strenuous, but snow blowers still need physical effort in cold, snowy conditions. Some dos and don'ts for safe operation:
https://www.ccohs.ca/oshanswers/safety_haz/landscaping/snow_throwers.html



Snow Blower Safety

Canada

CCOHS.ca



Canada

CCOHS.ca



Canada

CCOHS.ca



Canada

CCOHS.ca



Recommend



Comment



Share



Send

Media

Journalists and editors around the world come to CCOHS when they need a credible source or articles for their publication. Our team of health and safety specialists was interviewed on risk mitigation, rescues from heights, workplace violence, silicosis, workplace wellness, stress, fatigue, small business safety and much more.

We continued our editorial agreements with industry and trade publications and added new ones. Our articles were regularly featured in OHS Canada, MRO, Canadian Metalworking, Turf and Rec and Roadrunner magazine. We also partnered with Media Planet to provide articles in the National Post and Maclean's about the importance of workplace wellness programs and creating a culture of safety. Additionally, we provided articles to Canadian Finishing & Coatings Manufacturing and Trenchless Technology. We continue to look for opportunities for editorial placement and media interviews to provide credible workplace safety guidance and elevate the profile of the Centre.

This year, CCOHS was mentioned in the media 1,167 times (a 2.9% increase from the previous year) which generated more than 1.9 billion impressions (up 17.4% from the previous year), once again breaking our record for the highest number of media impressions for a third year in a row. The increase in impressions is a result of the media's role in amplifying our health and safety guidance.



1,167

media sightings*
generated over

1.9 billion

impressions

National Post

CBC News

OHS

Radio-Canada

Canada

CTV News

Toronto Star

The Conversation

La Presse

Safety+Health Magazine

Yahoo! News

Le Journal de Montréal

**Mechanical
Business**

Canadian Security

MRO

MSN.com

Canadian HR Reporter

Talent Canada

Météo Média

Ouest-France

Canadian Occupational Safety

* A media sighting is when a CCOHS subject specialist is quoted, the Centre is mentioned as an information source, or when other publications repurpose CCOHS' content or resources

Scholarships

Our Council of Governors established two scholarship awards to honour the memory of past governors and health and safety advocates Dick Martin and Chad Bradley. Both scholarships are open to students pursuing careers in the field of occupational health and safety.

Dick Martin Scholarship Award

This award is offered annually to two post-secondary students pursuing a career in the field of occupational health and safety. To qualify, applicants must be enrolled in a degree or diploma-granting occupational health and safety-related program at an accredited college or university in Canada. Winners receive \$3,000 each and \$500 is granted to each winner's institution. This year, the winning students were Narciso Jr. Canete (University of British Columbia) and Lynne Champoux-Williams (Cégep De Sherbrooke).

Chad Bradley Scholarship Award

This scholarship is offered annually to women pursuing careers in the field of occupational health and safety. Each year, the \$3,000 scholarship is offered to one student enrolled either full-time or part-time in an occupational health and safety-related course or program leading to an occupational health and safety certificate, diploma or degree at an accredited college or university in Canada. This year, the winning student was Stephanie Wu (University of British Columbia).





Education

Employers in Canada have a duty to ensure all workers are informed about and educated on potential hazards in the workplace. To support organizations in fostering a positive safety culture and promoting prevention practices, we offer a comprehensive lineup of online courses and publications.

Accessible on desktops, tablets and mobile phones, our collection of 182 online courses provides safety training and education to employers and workers on demand, whenever they need it. With subjects ranging from chemical safety and confined spaces to mental health, climate change and workplace harassment and bullying, each course is developed by subject specialists and reviewed by representatives from labour, employers, and governments to ensure the content is unbiased and credible. This year, we released five new courses focusing on fire safety, avian influenza, and overall health and safety for workers.

While courses on WHMIS and harassment and violence prevention continue to be the most popular, the Fatigue Management at Sea course ranked fourth in enrollment of all English courses and second in French courses.

This year, we put an emphasis on creating foundational health and safety courses, including awareness training for workers and supervisors in Ontario and across Canada. These introductory courses were completed by nearly 1,200 learners this year. Another new course, Fire Safety: The Basics, has been taken by over 1,000 learners and is our first course created almost entirely based on animations.

In partnership with the Centre for Food-borne, Environmental and Zoonotic Infectious Diseases, we launched two courses, Avian Influenza and Working Safely with or Near Wildlife and Insects, in March 2025.

Many other courses were updated with multimedia, interactive activities and videos, and more stories, scenarios and case studies to ensure content is clear, innovative, user-friendly and relatable.

Overall, our courses were taken 264,424 times. From course feedback surveys, 83% of learners indicated they would recommend the course to others. Additionally, 97% said the information they learned would be used to make changes in the workplace to improve health and safety.



“Workplace safety is far from a thrilling subject. However, of all the certifications that I have earned through other organizations, this was certainly the most engaging.”

“It has helped me to be more aware of the products in use in my workplace and the importance of being knowledgeable of the risks and proper use of these products.”

“The training material was clear and informative, making it easy to understand.”

Most Popular
.....
Courses



ENGLISH

- 1 WHMIS for Workers
- 2 Harassment and Violence Prevention for Employees
- 3 Harassment and Violence Prevention for Managers and Committees/Representatives

FRENCH

- 1 SIMDUT pour les travailleurs
- 2 Gestion de la fatigue en mer
- 3 Prévention du harcèlement et de la violence pour les employés

Most Popular



Free Courses

1

Violence in the Workplace:
Awareness

2

Assembling the Pieces Toolkit

3

Musculoskeletal Disorders
(MSDs): Awareness

246,424

course seats were
accessed this year



69%

paid courses



31%

free courses

182 courses

5 new



97%

will use course learning to make changes
in their workplace



88%

were satisfied with their course



87%

describe our training as engaging



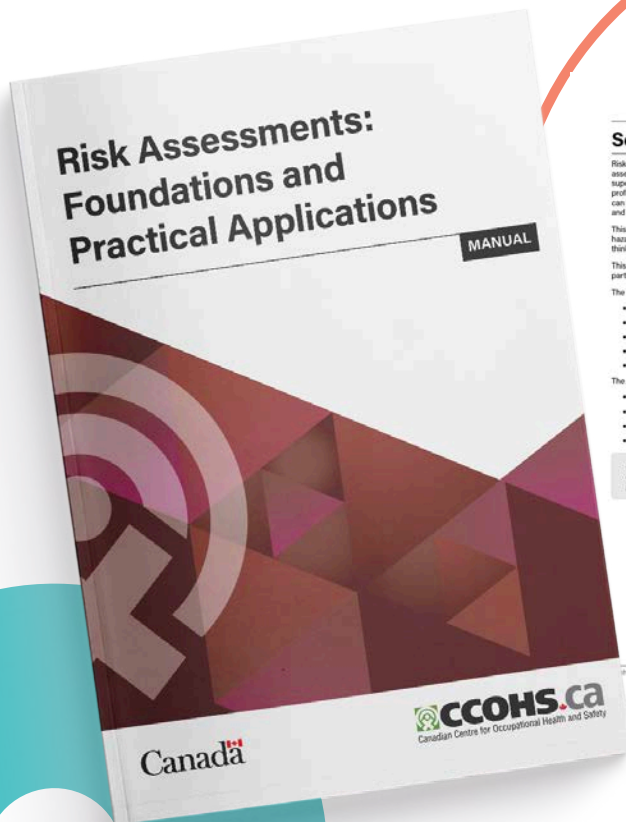
"The course provided a comprehensive overview of safety procedures making me feel much more prepared to identify potential hazards in my workplace."

Publications

For more in-depth health and safety information and guidance, we produce publications in various formats such as pocket guides, handbooks, manuals and training guides for different jobs and industries. This year, we released two new titles: Hazard Identification, Risk Assessment, Hazard Control, and Evaluation, and Risk Assessments: Foundations and Practical Applications.

Our publications are available in both print and PDF formats in English and French. Each publication is reviewed by representatives from government, employers and labour organizations for technical accuracy and readability.

Our publication program was revitalized this year, with updated content and an improved reader experience. Additionally, several titles have returned to print to better meet user demand. Sales of our publication program exceeded expectations by 57%.



Scope and Audience

Risk Assessments: Foundations and Practical Applications is a manual that focuses on workplace risk assessments as it relates to hazard identification, assessment, and control. This manual is for employers, supervisors, health and safety committee members and representatives, workers, health and safety professionals, students, and anyone else with an interest in occupational health and safety. This publication can be used as a practical tool for conducting risk assessments and for workplace training sessions on health and safety programs and policies.

This manual introduces the concept of risk assessments and outlines practical methods of identifying potential hazards, assessing the risk of hazards, and implementing applicable control measures. It stimulates the thinking process and empowers the reader to perform risk assessments.

This manual provides an overview of various elements relating to risk assessments and is divided into two parts: foundations and practical application.

The foundations component includes theory, figures, and examples relating to:

- Hazard and risk inventories
- Risk parameters
- Risk matrices
- Risk assessment methods
- Risk prioritization

The practical application component includes information, examples, and templates relating to:

- Risk assessments
- Non-routine hazardous tasks
- Field level risk assessments
- Job safety analysis

Disclaimer: The information provided in this manual is not intended to replace the requirements outlined in occupational health and safety legislation. Always check and follow the applicable jurisdiction's regulatory requirements.

Matrices

Matrices are tools used in risk assessments to visualize and categorize the risks of a hazard based on their ability to cause harm and the severity of that harm. There are several different types of risk matrices, each an approach to representing and prioritizing risks.

For examples below, we have provided a few variations of how a risk matrix can be presented. There are many other ways to organize your risk matrix. Always pick the most appropriate and logical risk matrix for your situation.

Some types of risk matrices include:

Risk Matrix: A 3 x 3 matrix is one of the simplest forms of a risk matrix, with the increasing probability and severity to three-cell matrix. This configuration is more comprehensive risk assessment, with low, medium, and high for both probability and severity.

Figure 6: 3 x 3 qualitative risk matrix.

	Low Severity	Medium Severity	High Severity
Low Probability	Very Low Risk	Low Risk	Medium Risk
Medium Probability	Low Risk	High Risk	High Risk
High Probability	Medium Risk	High Risk	Immediately Dangerous

Risk: The 4 x 4 matrix is more detailed than the 3 x 3, but less detailed than a 5 x 5. It divides severity into four categories each, resulting in a matrix with 16 cells.

Figure 9: 4 x 4 qualitative risk matrix.

	Report Only/Minor Injury	Medical Aid/Minor Injury	Lost Time Injury	Fatality
Almost Certain	Extremely High Risk	High Risk	Extremely High Risk	Extremely High Risk
Very Likely	High Risk	Extremely High Risk	Extremely High Risk	Extremely High Risk
Probably	Low Risk	Medium Risk	High Risk	Extremely High Risk
Possible	Low Risk	Low Risk	Medium Risk	High Risk
Unlikely	Low Risk	Low Risk	Low Risk	Medium Risk

Most Popular



Publications

1

Implementing an Occupational Health and Safety Program

2

Hazard Identification, Risk Assessment, Hazard Control, and Evaluation

3

WHMIS Instructor's Toolkit



Partnering for Impact

We have a legacy of working together with like-minded partners to make a greater impact in advancing workplace health and safety. We share information, good practices and tools from credible organizations around the world with workplaces in Canada, through our websites, courses, apps, special projects and more.

Collaborations

Public Health Agency of Canada

Through an ongoing partnership with the Public Health Agency of Canada, we continued to develop respiratory infectious disease-related resources for workplaces. These resources are available on the dedicated Respiratory Infectious Diseases: Health and Safety Resources web page which received 32,345 page views this year (up 24% from last year).

Our partnership with the Centre for Food-borne, Environmental and Zoonotic Infectious Diseases (CFEZID) branch of the Public Health Agency of Canada has produced tip sheets, infographics, videos, checklists and online courses on zoonotic diseases such as A(H5N1) avian influenza. The resources are available on the Zoonotic Diseases topic page, which received 15,395 page views this year. These resources are also available on the free CCOHS Safe Work mobile app.

Occupational Health Clinics for Ontario Workers

For several years, we have been supporting Occupational Health Clinics for Ontario Workers (OHCOW) in their efforts to raise awareness of occupational diseases.

The **Prevent Occupational Disease** website features links to current and credible occupational disease resources from Canada and around the world and includes links to key tools designed to help address three specific occupational hazards: heat stress, occupational disease and silica exposure.

The **Heat Stress Toolkit** helps employers, managers, supervisors, workers, committee members, and others to support and protect heat exposed workers. It includes heat stress awareness and prevention guides, a physiological monitoring guide, posters, infographics, videos, and an updated Heat Stress Calculator.

The **Physician/Clinician's Toolkit** provides health care professionals with a centralized connection to resources and information about occupational disease.

The **Silica Control Tool**, originally developed by the British Columbia Construction Safety Alliance, was adapted by OHCOW and other partners to help reduce the risks of silica exposure in Ontario workplaces where the mineral is a common hazard found in construction, mining, oil and gas, manufacturing, agriculture and metalworking sites. The free mobile-friendly tool helps identify processes that may lead to potentially hazardous exposures and provides a control plan to bring exposure levels under the allowable limit.



Web Tools and Mobile Apps

Over the past few years, we have collaborated with provincial and territorial health and safety agencies to develop web tools and mobile apps to help workers access health and safety legislation. The apps provide users with easy-to-access information about their legislative authority as well as resources to address specific safety hazards to which their workforce is exposed. This year we continued to collaborate with the Nova Scotia Department of Labour, Skills and Immigration, WorkSafeNB, and the Infrastructure Health and Safety Association to host, maintain and update these tools.

Transport Canada Marine Safety and Security

In partnership with Transport Canada, the Fatigue Management at Sea online course was developed to help those who work in the marine industry mitigate the risks associated with fatigue at sea. The course explains what fatigue is, how to avoid it, how to reduce its effects and covers the regulations governing fatigue management. The course is available for free to registered seafarers in Canada with a valid Candidate Document Number (CDN). Enrollment in this course ranked fourth among all our English courses and second in French courses.

Stakeholder Summit on Personal Protective Equipment

Ill-fitting personal protective equipment for women and workers of all body types presents serious dangers on worksites and creates barriers for workers in the trades and other sectors.

At the April 2024 Meeting of Federal-Provincial-Territorial (FPT) Ministers Responsible for Labour, the Ministers discussed the challenges workers face and the critical importance of addressing personal protective equipment in the workplace for women across various sectors. They emphasized the need to raise awareness among stakeholders

and take concrete actions to advance this important issue and asked CCOHS to host a meeting of these stakeholders. The meeting aimed to help promote collaboration, raise awareness, and sensitize participants to the market need for body type appropriate workplace personal protective equipment.

We invited stakeholders from manufacturers, construction companies, employer and labour groups, researchers and representatives from federal, provincial and territorial governments to a virtual meeting on November 27, 2024. The purpose was to discuss personal protective equipment strategies in Canada and a way forward, ensuring safety for workers of all ages, body types, sizes, and genders.

The meeting was attended by 103 people from 10 provinces, three territories and two federal government departments. The agenda featured expert-led presentations on current issues and innovations, breakout group discussions, and remarks from the Deputy Minister of Labour and Associate Deputy Minister of Employment and Social Development Canada, Sandra Hassan.

We surveyed the meeting attendees to rank the findings that arose from the discussion and prepared a summary report of the stakeholder meeting including the recommendations and the survey results.

After tabling the summary with the Ministers in 2025, we will post the report on our website to raise awareness of this important issue.

National Stage

National Day of Mourning

Held annually on April 28, the National Day of Mourning is a day to honour workers who were injured or lost their lives due to a workplace tragedy. It's also a time for workplaces to renew their commitment to prevent further injuries, illnesses and deaths. To commemorate the day and spread awareness about prevention, workplaces were encouraged to use our free resources and to observe one minute of silence at 11 a.m. on April 28.

Uptake of our resources including our new Day of Mourning poster, podcasts and social media cards remained strong, garnering 39,190 Day of Mourning webpage visits. The media also promoted our messaging with readers across Canada. For the third year in a row, more than 90 media mentions were recorded, resulting in just over 125 million impressions in national news outlets such as CBC News, Canadian Occupational Safety magazine, OHS Canada, CTV, and City News.

Safety and Health Week: May 6-11, 2024

Taking place annually during the first week of May, Safety and Health Week is a time for employers, workers, partners and the public to focus on the importance of preventing injury and illness in the workplace, at home, and in the community.

Together with our national partners, Health and Safety Professionals Canada (HSPC) and Threads of Life, we hosted the national launch event that included a short video from the Honourable Seamus O'Regan Jr., Minister of Labour and Seniors, and featured inspiring stories from special guests and the much-anticipated announcement of the 2024 Youth Video Contest winners. We continued the week with free health and safety webinars on trans inclusion in the workplace and using plain language to improve workplace health and safety.



"It was a very emotionally impactful webinar."

"I really liked how the presenter tied the importance of active inclusion to people's health and survival."

"The presenter was incredible. Very knowledgeable!"

"This will be useful in many aspects of our workplace."

All events were well-attended and highly rated by participants. Each session attracted an average of 683 attendees (up from 470 in 2023). Overall, 98.2% of attendees were from Canada, spanning all provinces and territories, with Ontario, Nova Scotia and Alberta having the highest attendance. Many different industries were also represented, with the highest proportion of attendees coming from government, healthcare, manufacturing and education.

According to survey results, 97.8% of respondents found the sessions valuable, and 86.1% reported they would make changes in their workplace based on the learnings, which is an 11% increase over the previous year. Over 99.8% said they would attend a future event hosted by CCOHS.

We also host and maintain the national Safety and Health Week website. The site provides free resources workplaces can use to help promote awareness, increase engagement, and support others in planning and promoting their own events and activities.

Youth Video Contest

Each year, we invite youth across Canada to enter the Focus on Safety Youth Video Contest by creating a video on the importance of workplace health and safety. Winners and their institutions gain recognition at the provincial/territorial, regional, and national levels, as well as cash prizes.

In total, eight provinces and territories held regional contests and submitted winning entries to the national contest. An additional entry came through our Regional Qualifier contest for youth from non-participating provinces and territories.

The videos entered in the national contest were evaluated by a panel of judges consisting of Shirley Hickman, Executive Director, Threads of Life; Ken Welsh, Manager of Operations, APTN; Gareth Jones, President and CEO, National Safety Council; and Chelsea Wong, Volunteer Youth Advisory Group, Youth Mental Health Canada.

Winners were announced during the Safety and Health Week national launch event on May 6, 2024.



- 1 (Do Not) Disturb**
Producer: Leo Teixeira
*Kitsilano Secondary School,
British Columbia*
Video: <https://bit.ly/3QvaQy3>

- 2 Distractions -
How to Prevent Hand
and Finger Injuries**
Producers: Caryl Jazz Cruz, Ethan
Langit, Sean Monfero, Evan Rivard
Sisler High School, Manitoba
Video: <https://bit.ly/44nqLEk>

- 3 Good Visibility
is No Accident**
Producer: Bethany Reid
*Corner Brook Regional High,
Newfoundland and Labrador*
Video: <https://bit.ly/4ddlyTA>



CCOHS: A Safe Place to Work

We promote safe work, healthy lifestyles and an inclusive culture in our workplace. With support from managers, supervisors and various committees, our staff are encouraged to participate in health and safety-related activities to stay engaged and connected with each other.

Safety, Health and Wellness at CCOHS

Our workplace health and safety committee continues to be a valuable partner in health, safety and wellness programming. Throughout the year, members work collaboratively with staff to hold regular meetings and provide input for our policies and procedures.

This year, we held several initiatives to bring everyone together and as part of continuous improvement efforts to enhance the quality of working life, health and well-being of our staff. The year kicked off with a moment of silence on the National Day of Mourning to help create awareness and strengthen our resolve to foster a safe workplace for everyone. We celebrated National Safety and Health Week, hosting internal webinars which garnered high participation rates and positive feedback. We also organized a staff scavenger hunt challenge to foster safety-related learning and team building.

Staff are encouraged to suggest health and safety, wellness, environmental or community initiatives to support connection with our values, and with each other. Initiatives included a presentation from the Hamilton Police Service on personal safety and security, a virtual sleep clinic, and in partnership with the Financial Consumer Agency of Canada, a virtual workshop offering strategies and resources to enhance financial health.

We also provide an Employee Assistance Program through which staff can access additional health and wellness-related information through newsletters, webinars, videos and campaigns.

Our organization remains committed to prioritizing diversity, equity, and inclusion initiatives. This past year we have updated our Code of Conduct, improved our hiring policies and practices, and refined our pre-employment procedures.



Our Values in Action

Our values guide our work every day. We strive to foster a work environment that reflects our values and encourages our team to embody them through participation in meaningful initiatives and community events.

Government of Canada Workplace Charitable Campaign/United Way Halton and Hamilton

We are committed supporters of the United Way Halton and Hamilton. Our 2024 Government of Canada Workplace Charitable campaign was a tremendous success with over \$20,000 raised through the collective efforts of our committee and staff. This achievement is the result of a variety of employee-led initiatives, including raffles, bake sales, and other creative fundraising events. Our committee's contributions of their time, energy and resources reflect our strong commitment to positive community impact and social responsibility.

Steps for Life

Since 2007, we have participated in the annual Steps for Life walk, a fundraiser in support of Threads of Life and their work to help families affected by workplace fatalities, injuries and diseases. This cause is particularly meaningful to us given its strong link to our mandate - to promote workplace health and safety and encourage attitudes and methods that will lead to improved worker physical and mental health. This year, the team raised more than \$2,000.

Sustainability

We published the 2023-2024 Departmental Sustainable Development Strategy Report, which provides an update on the progress of our contributions to the goals and targets outlined in the Federal Sustainable Development Strategy. Our commitments within the strategy target five key focus areas, including health and well-being, gender equality, reduced inequalities, responsible consumption and production, and climate action. The plan was updated in January 2025 to more accurately align targets with departmental capacity and our strategic priorities.





Financial Report

MANAGEMENT RESPONSIBILITY FOR FINANCIAL STATEMENTS

Statement of Management Responsibility Including Internal Control Over Financial Reporting

Responsibility for the integrity and objectivity of the accompanying financial statements for the year ended March 31, 2025, and all information contained in these financial statements rests with the management of the Canadian Centre for Occupational Health and Safety (CCOHS). These financial statements have been prepared by management in accordance with the Government's accounting policies, which follow Canadian public sector accounting standards.

Management is responsible for the integrity and objectivity of the information in its financial statements. Some of the information in the financial statements is based on management's best estimates and judgment and gives due consideration to materiality. To fulfill its accounting and reporting responsibilities, management maintains a set of accounts that provides a centralized record of CCOHS' financial transactions. Financial information submitted in the preparation of the Public Accounts of Canada, and included in CCOHS' Annual Report and Departmental Results Report, is consistent with these financial statements.

Management is also responsible for maintaining an effective system of internal control over financial reporting (ICFR) designed to provide reasonable assurance that financial information is reliable, that assets are safeguarded and that transactions are properly authorized and recorded in accordance with the *Financial Administration Act* and other applicable statutory requirements, regulations, authorities and policies.

Management seeks to ensure the objectivity and integrity of data in its financial statements through careful selection, training, and development of qualified staff; through organizational arrangements that provide appropriate divisions of responsibility; through communication programs aimed at ensuring that regulations, policies, standards, and managerial authorities are understood throughout CCOHS, and through conducting an annual risk-based assessment of the effectiveness of the system of ICFR.

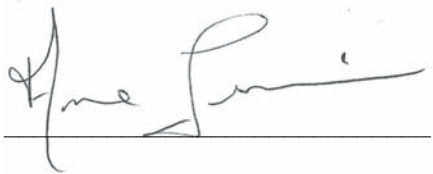
The system of ICFR is designed to mitigate risks to a reasonable level based on an ongoing process to identify key risks, to assess effectiveness of associated key controls, and to make any necessary adjustments.

The Canadian Centre for Occupational Health and Safety is subject to periodic Core Control Audits performed by the Office of the Comptroller General. Self-assessments are also completed each year based on a schedule put forth by the Office of the Comptroller General for Small Departments and Agencies. The results of such self-assessments are used to make any necessary improvements to ensure compliance with the Treasury Board *Policy on Financial Management*.

KPMG LLP, the independent auditors for CCOHS, have expressed an opinion on the fair presentation of the financial statements of CCOHS which does not include an audit opinion on the annual assessment of the effectiveness of CCOHS' internal controls over financial reporting.

An Audit and Risk Committee appointed by the CCOHS Council of Governors has reviewed these financial statements with management and the auditors and has reported to the Council of Governors. The Council of Governors has approved the financial statements.

Approved by:

A handwritten signature in black ink, appearing to read 'Anne Tennier', written over a horizontal line.

Anne Tennier, P.Eng. EP
President and Chief Executive
Officer

A handwritten signature in black ink, appearing to read 'Chandra Guilday', written over a horizontal line.

Chandra Guilday, CPA
Vice President, Finance and Chief Financial
Officer

Hamilton, Canada

June 26, 2025



KPMG LLP
Commerce Place
21 King Street West, Suite 700
Hamilton, ON L8P 4W7
Canada
Telephone 905 523 8200
Fax 905 523 2222

INDEPENDENT AUDITOR'S REPORT

To the Administrators of the Canadian Centre for Occupational Health and Safety:

Opinion

We have audited the financial statements of the Canadian Centre for Occupational Health and Safety (the Entity), which comprise:

- the statement of financial position as at end of March 31, 2025
- the statement of operations and net financial position for the year then ended
- the statement of change in net debt for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies (Hereinafter referred to as the "financial statements").

In our opinion the accompanying financial statements present fairly, in all material respects, the financial position of the Entity as at March 31, 2025 and the results of operations, change in net debt and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "***Auditor's Responsibilities for the Audit of the Financial Statements***" section of our auditor's report.

We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.



Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.



- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

A handwritten signature in black ink that reads 'KPMG LLP'. The signature is written in a cursive, stylized font. Below the signature is a horizontal line that starts under the 'K' and ends under the 'P'.

Chartered Professional Accountants, Licensed Public Accountants

Hamilton, Canada

June 27, 2025

STATEMENT OF FINANCIAL POSITION

As at March 31, 2025, with comparative information for 2024
(in dollars)

	2025	2024
	\$	\$
Liabilities		
Accounts payable and accrued liabilities (note 4)	1,777,292	2,267,249
Deferred revenues - web based subscriptions	2,805,906	872,394
Vacation pay and compensated leave	573,437	605,709
Employee severance benefits (note 5b)	130,219	190,484
Deferred revenues - donations (note 6)	18,000	103,986
Total liabilities	5,304,854	4,039,822
Financial assets		
Due from the Consolidated Revenue Fund, without interest	1,795,292	2,371,235
Accounts receivable (note 7)	281,447	476,541
Total financial assets	2,076,739	2,847,776
Net debt (note 8)	(3,228,115)	(1,192,046)
Non-financial assets		
Prepaid expenses	248,605	229,578
Tangible capital assets (note 9)	267,903	347,486
Total non-financial assets	516,508	577,064
Accumulated deficit	(2,711,607)	(614,982)

Contractual obligations (note 11)

The accompanying notes form an integral part of these financial statements.

Approved by:



Anne Tennier, P. Eng. EP
President and Chief Executive Officer



Chandra Guilday, CPA
Vice President, Finance and Chief Financial Officer

STATEMENT OF OPERATIONS AND NET FINANCIAL POSITION

For the year ended March 31, 2025, with comparative information for 2024

(In dollars)

Expenses	2025 \$	2025 \$	2024 \$
	Planned Results		
Operations			
Salaries and employee benefits	12,104,278	11,782,902	11,188,425
Professional and special services	1,080,344	739,577	1,266,071
Transportation and communications	361,781	384,684	371,924
Purchased repair and upkeep	22,000	17,740	6,342
Utilities, materials and supplies	53,727	117,310	33,317
Information	98,400	59,180	51,936
Rentals	936,107	764,893	584,386
Total	14,656,637	13,866,286	13,502,401
Administration			
Salaries and employee benefits	717,281	702,286	670,521
Governors and committees	40,000	15,061	9,213
Professional and special services	61,900	59,607	4,695
Travel	37,400	19,408	17,454
Utilities, materials and supplies	400	548	-
Total	856,981	796,910	701,883
Other expenses – non-cash			
Employer's contribution to health and dental Insurance plans (note 12a)	-	922,465	938,513
Accommodation (note 12a)	-	762,618	734,058
Amortization of tangible capital assets	94,897	105,880	110,150
Total	94,897	1,790,963	1,782,721
Total expenses	15,608,515	16,454,159	15,987,005
Revenues (note 10)			
Sales	4,322,822	4,897,621	4,881,203
Projects and collaborative agreements	1,392,062	2,982,246	2,285,715
Total revenues	5,714,884	7,879,867	7,166,918
Spending of cash revenues pursuant to section 6(1)(g) of the CCOHS Act (note 14)	-	-	-
Net cost of operations before government funding	(9,893,630)	(8,574,291)	(8,820,087)
Government funding			
Net cash provided by government	9,818,734	5,368,526	7,659,585
Change in due from the Consolidated Revenue Fund	-	(575,943)	(320,080)
Services provided without charge from other government departments (note 12)	-	1,685,083	1,672,571
Total government funding	9,818,734	6,477,666	9,012,076
Net revenue (cost) of operations after government funding	(74,896)	(2,096,625)	191,989
Accumulated deficit at beginning of year	(614,982)	(614,982)	(806,971)
Net revenue (cost) of operations after government funding	(74,896)	(2,096,625)	191,989
Accumulated deficit at end of year	(689,878)	(2,711,607)	(614,982)

The accompanying notes form an integral part of these financial statements.

STATEMENT OF CHANGE IN NET DEBT

For the year ended March 31, 2025, with comparative information for 2024

(in dollars)

	2025	2025	2024
	\$	\$	\$
	Planned Results		
Net revenue of operations after government funding	(74,896)	(2,096,625)	191,989
Changes in tangible capital assets			
Acquisitions of tangible capital assets (note 9)	(20,000)	(26,297)	(62,968)
Amortization of tangible capital assets (note 9)	94,896	105,880	110,150
Total change in tangible capital assets	74,896	79,583	47,182
Increase in prepaid expenses	-	(19,027)	(49,780)
Net decrease in net debt	-	(2,036,069)	189,391
Net debt at beginning of year	(1,192,046)	(1,192,046)	(1,381,437)
Net debt at end of year (notes 8 and 14)	(1,192,046)	(3,228,115)	(1,192,046)

The accompanying notes form an integral part of these financial statements.

STATEMENT OF CASH FLOW

For the year ended March 31, 2025, with comparative information for 2024
(in dollars)

	2025	2024
	\$	\$
Operating activities:		
Net cost of operations before government funding	8,574,291	8,820,087
Non-cash items:		
Amortization of tangible capital assets (note 9)	(105,880)	(110,150)
Services received without charge from other government departments (note 12)	(1,685,083)	(1,672,571)
Changes in Statement of Financial Position:		
Decrease in accounts payable & accrued liabilities	489,957	310,080
Decrease (increase) in deferred revenue	(1,933,512)	29,595
Decrease (increase) in vacation pay and compensatory leave	32,272	24,421
Decrease (increase) in employee severance benefits	60,265	83,617
Decrease (increase) in deferred revenues - donations	85,986	10,000
Increase (decrease) in accounts receivable	(195,094)	51,758
Increase in prepaid expenses	19,027	49,780
Cash provided by operating activities	5,342,229	7,596,617
Capital investing activities		
Acquisition of tangible capital assets	26,297	62,968
Net cash provided by Government of Canada	5,368,526	7,659,585

The accompanying notes form an integral part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2025

(in dollars)

1. Authority and objectives

The Canadian Centre for Occupational Health and Safety (CCOHS) was established in 1978 under the *Canadian Centre for Occupational Health and Safety Act* and is a departmental corporation named in Schedule II to the *Financial Administration Act*. The objectives of CCOHS are to promote the right of workers in Canada to a healthy and safe working environment and to enhance the physical and mental health of workers. CCOHS' operating expenditures are funded in part by its operating revenue, budgetary appropriations and authorities available for use from previous years.

CCOHS has one program activity for reporting purposes, in addition to internal services. The activity is occupational health and safety information and services.

The goal of this program is to provide easy access to credible information on occupational health and safety to support workers in Canada in their efforts to improve workplace safety and health. Workers are provided information through a free and impartial personalized service via telephone, e-mail, person-to-person, fax or mail. Alternatively, they can independently access a broad range of electronic and print resources developed to support safety and health information needs of workers in Canada. This may include cost recovery products and services and is supported financially by contributions from various stakeholders.

Through health and safety information development, CCOHS collects, processes, analyzes, evaluates, creates and publishes authoritative information resources on occupational health and safety for the benefit of all workers in Canada. This information is used for education and training, research, policy development, development of best practices, improvement of health and safety programs, achieving compliance, and for personal use. When the product or service provided by CCOHS is to identifiable external recipients with benefits beyond those enjoyed by the general taxpayer, a fee is charged.

CCOHS promotes and facilitates consultation and cooperation among federal, provincial and territorial jurisdictions and participation by labour, management and other stakeholders in the establishment and maintenance of high standards and occupational health and safety initiatives for the Canadian context. The sharing of resources results in the coordinated and mutually beneficial development of unique programs, products and services. Collaborative projects are usually supported with a combination of financial and non-financial contributions to the programs by partners and stakeholders and result in advancement of the health and safety initiatives.

Internal Services are groups of related activities and resources that are administered to support the needs of programs and other corporate obligations of an organization. These groups are: Management and Oversight Services; Communications Services; Legal Services; Human Resources Management Services; Financial Management Services; Information Management Services; Information Technology Services; Real Property Services; Materiel Services; and

NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2025
(in dollars)

Note 1 Authority and objectives (continued)

Acquisition Services. Internal Services include only those activities and resources that apply across an organization and not to those provided specifically to a program.

2. Significant accounting policies

These financial statements have been prepared using CCOHS' accounting policies stated below, which are based on Canadian public sector accounting standards. The representation and results using the stated accounting policies do not result in any significant differences from Canadian public sector accounting standards.

a) Parliamentary authorities and revenue spending authority

CCOHS is financed in part by the Government of Canada through Parliamentary authorities. Included in the authorities provided and used is a revenue spending authority, which allows CCOHS to spend program revenue. Financial reporting of authorities provided to CCOHS do not parallel financial reporting according to generally accepted accounting principles since authorities are primarily based on cash flow requirements. Consequently, items recognized in the Statement of Financial Position and in the Statement of Operations and Net Financial Position are not necessarily the same as those provided through authorities from Parliament. Note 3 provides a reconciliation between the bases of reporting.

The planned results amounts in the "Expenses" and "Revenues" sections of the Statement of Operations and Net Financial Position are the amounts reported in CCOHS' operating budget approved on February 29, 2024 at CCOHS' 141st Meeting of the CCOHS Council of Governors, which was held virtually. Planned results pursuant to the spending of Parliamentary authorities are reported in the 2024-25 Departmental Plan and may not represent the full costs of CCOHS, as additional costs are budgeted to be covered by additional cash revenues pursuant to section 6(1)(g) of the CCOHS Act.

In the fiscal year ending March 31, 2016, CCOHS was given authority pursuant to section 6(1)(g) of the CCOHS Act to spend revenue from fees it charges for products and services in the fiscal year in which the revenue was received or in subsequent fiscal years. Government transfers are recognized as revenue when authorized and when the organization has satisfied any eligibility criteria. CCOHS had updated the Departmental Results Framework and Departmental Plans to reflect the newly approved authorities given to CCOHS pursuant to section 6(1)(g) of the CCOHS Act.

b) Net cash provided by the Government of Canada

CCOHS operates within the Consolidated Revenue Fund (CRF). The CRF is administered by the Receiver General for Canada. All cash received by CCOHS is deposited to the CRF and all cash disbursements made by CCOHS are paid from the CRF. The net cash provided by

NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2025

(in dollars)

Note 2 Significant accounting policies (continued)

government is the difference between all cash receipts and all cash disbursements, including transactions between government departments.

c) Amounts due from or to the CRF

Amounts due from or to the Consolidated Revenue Fund (CRF) are the result of timing differences at year-end between when a transaction affects authorities and when it is processed through the CRF. Amounts due from the CRF represents the net amount of cash that CCOHS is entitled to draw from the CRF, without further authorities, in order to discharge its liabilities. This amount is not considered a financial instrument.

d) Revenues

Revenues are recognized in the period in which the underlying transaction or event that gave rise to the revenue takes place. Revenues for subscription-based products are recognized over the term of the subscription.

Subscriptions are based upon the right to use the information for a specified period. Information may be updated during the subscription period.

Funds received from external parties for specified purposes but not earned is recorded as deferred revenue. The deferred revenue represents cash received in advance of initial and ongoing product delivery, services or granting of access to the website. Revenues are then recognized in the period in which the related expenses are incurred.

e) Expenses

Expenses are recorded on the accrual basis.

Vacation pay and compensatory leave are accrued as the benefits are earned by employees under their respective terms of employment.

Services provided without charge by other government departments for accommodation and the employer's contribution to the health and dental insurance plans are recorded as operating expenses at their estimated cost. A corresponding amount is reported as government funding.

f) Employee future benefits

Pension benefits: All eligible employees participate in the Public Service Pension Plan (the Plan), a multi-employer plan administered by the Government of Canada. CCOHS' contributions are currently based on a multiple of an employee's required contributions and may change over time depending on the experience of the Plan. CCOHS' contributions to the Plan are charged to expenses in the year in which the services are rendered and represent its

NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2025

(in dollars)

Note 2 Significant accounting policies (continued)

total obligation to the Plan. Current legislation does not require CCOHS to make contributions for any actuarial deficiencies of the Plan.

Severance benefits: Employees are entitled to severance benefits under labour contracts or conditions of employment. These benefits were accrued as employees rendered the services necessary to earn them and were estimated based on employees' salaries and duration of service. This arrangement was closed to new entrants effective April 1, 2011 and the benefits accruing to participants are only adjusted for annual salary and wage increases. The remaining balance is paid upon departure from the public service.

Accumulated sick leave: Employees are eligible to accumulate sick leave benefits until the end of employment, according to their labour contract and conditions of employment. Sick leave benefits are earned based on employee services rendered and are paid upon an illness or injury related absence. However, sick leave entitlements do not vest and may only be used in the event of illness or injury related absence. Unused sick leave upon employee termination is not payable to the employee. No amount has been accrued in these financial statements and payments of sick leave benefits are included in current operations as incurred.

g) Accounts receivable

Accounts receivable are stated at amounts expected to be ultimately realized. A provision is made for receivables from external parties where recovery is considered uncertain.

h) Contingent liabilities

Contingent liabilities are potential liabilities that may become actual liabilities when one or more future events occur or fail to occur. To the extent that the future event is likely to occur or fail to occur, and a reasonable estimate of the loss can be made, an estimated liability is accrued and an expense recorded. If the likelihood is not determinable or an amount cannot be reasonably estimated, the contingency is disclosed in the notes to the financial statements.

i) Foreign currency transactions

Transactions involving foreign currencies are translated into Canadian dollar equivalents using rates of exchange in effect at the time of those transactions. Monetary assets and liabilities denominated in foreign currencies are translated using the rate of exchange in effect at year end. Gains and losses resulting from foreign currency transactions are included in the statement of operations and net financial position according to the activities to which they relate.

NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2025

(in dollars)

Note 2 Significant accounting policies (continued)

j) Inventories

Inventories are valued at the lower of cost and net realizable value.

k) Tangible capital assets

All tangible capital assets having an initial cost of \$5,000 or more are recorded at the acquisition cost. Tangible capital assets are amortized over their estimated useful life on a straight-line basis, as follows:

Asset Class	Amortization Period
Computer equipment	5 - 10 years
Furniture and equipment	5 - 10 years
Software	1 - 5 years
Leasehold improvements	Lesser of the remaining term of the lease or useful life of the improvement

Tangible capital assets are written down when conditions indicate that they no longer contribute to CCOHS' ability to provide goods and services or when the value of the future economic benefits associated with the tangible capital assets are less than the net book value.

l) Prepaid Expenses

Prepaid expenses are accounted for as non-financial assets as they can be used to provide services in the future.

m) Measurement uncertainty

The preparation of these financial statements is in accordance with Canadian public sector accounting standards and requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities, revenues and expenses reported in the financial statements.

At the time of preparation of these statements, management believes the estimates and assumptions to be reasonable. The liability for employee future benefits and the estimated useful life of tangible capital assets are the most significant items where estimates are used. Actual results could significantly differ from those estimated. Management's estimates are reviewed periodically and, as adjustments become necessary, they are recorded in the financial statements in the year they become known.

NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2025

(in dollars)

Note 2 Significant accounting policies (continued)

n) Related party transactions

Related party transactions, other than inter-entity transactions, are recorded at the exchange amount. Inter-entity transactions are transactions between commonly controlled entities.

Inter-entity transactions, other than restructuring transactions, are recorded on a gross basis and are measured at the carrying amount, except for the following:

- i) Services provided on a recovery basis are recognized as revenues and expenses on a gross basis and measured at the exchange amount.
- ii) Certain services received on a without charge basis are recorded for financial statement purposes at the carrying amount. Other related party transactions, other than inter-entity transactions, are recorded at the exchange amount.

NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2025

(in dollars)

3. Parliamentary authorities

CCOHS receives its funding through annual Parliamentary authorities and external revenues. Items recognized in the Statement of Financial Position as well as the Statement of Operations and Net Financial Position in one year may be funded through Parliamentary authorities in prior, current or future years. Accordingly, CCOHS has different net results of operations for the year on a government funding basis than on an accrual accounting basis. Current year authorities used, accounted below in Note 3a, are on a cash basis based on government funding as received. These differences are reconciled as follows:

a) Reconciliation of net cost of operations to current year authorities used:

	2025	2024
	\$	\$
Net cost of operations before government funding	8,574,291	8,820,087
Adjustments for items affecting net cost of operations but not affecting authorities:		
Revenue collected under 6(1)(g) of the CCOHS Act	7,879,867	7,166,918
Amortization of tangible capital assets (note 9)	(105,880)	(110,150)
Services provided without charge from other government departments (note 12)	(1,685,083)	(1,672,571)
Expenses recovered from prior years	90,098	23,226
Other amounts to be charged in a later year	-	548,477
Unpaid accruals reversed for prior year expenses	18	15,737
Decrease in employee severance benefits	60,265	83,617
Decrease in vacation pay and compensatory leave	32,272	24,421
Donation revenue for Special Purpose Account (note 6)	(12,000)	-
Total items affecting net cost of operations but not affecting authorities	6,259,557	6,079,675
Adjustments for items not affecting net cost of operations but affecting authorities:		
Add (deduct) change in:		
Increase in prepaid expenses	19,027	49,780
Acquisition of tangible capital assets	26,297	62,968
Total items not affecting net cost of operations but affecting authorities	45,324	112,748
Current year authorities used	14,879,172	15,012,510

NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2025

(in dollars)

Note 3 Parliamentary authorities (continued)

b) Authorities provided and used:

	2025	2024
	\$	\$
Vote 1 – Program expenditures	6,320,572	6,785,141
Vote 30 – Paylist Requirements	455,358	301,194
Statutory – Employee Benefits Plan	1,632,720	1,563,698
Authorities available for use in subsequent years from prior year	7,036,426	7,549,362
Statutory revenues collected in current year (pursuant to section 6(1)(g) of the CCOHS Act)	10,059,244	7,332,601
Adjustments *	(863,411)	(785,920)
Total current year authorities provided	24,640,909	22,746,076
Less:		
Lapsed authorities reallocated to 2024-25 – operating	(697,140)	(697,140)
Respendable / reinvestment authorities available for use in subsequent years (note 14)	(9,064,597)	(7,036,426)
Current year authorities used	14,879,172	15,012,510

* Fiscal 2025 includes a reduction of parliamentary authorities in the amount of \$243,940 related to 2020-21 Employee Benefit Plan surcharges, leaving a remaining surcharge amount of \$243,940. Fiscal 2025 also includes a reduction of parliamentary authorities in the amount of \$619,471 related to 2024-25 Employee Benefit Plan surcharges (2024 -\$541,980).

4. Accounts payable and accrued liabilities

The following table presents details of CCOHS' accounts payable and accrued liabilities:

	2025	2024
	\$	\$
External parties	321,393	903,200
Payroll	592,565	480,007
Other government departments and agencies	863,334	884,042
Total accounts payable & accrued liabilities	1,777,292	2,267,249

5. Employee future benefits

a) Pension benefits

CCOHS employees participate in the Public Service Pension Plan (Plan), which is sponsored and administered by the Government of Canada. Pension benefits accrue up to a maximum period of 35 years at a rate of two percent per year of pensionable service, times the average of the best five consecutive years of earnings. The benefits are integrated with Canada/Québec Pension Plans benefits and they are indexed to inflation.

NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2025

(in dollars)

Note 5 Employee future benefits (continued)

Both the employees and CCOHS contribute to the cost of the Plan. Due to the amendment of the *Public Service Superannuation Act* following the implementation of provisions related to Economic Action Plan 2012, employee contributors have been divided into two groups – Group 1 relates to existing plan members as of December 2012 and Group 2 relates to members joining the Plan as of January 1, 2013. Each group has a distinct contribution rate.

The 2024-25 expense amounts to \$1,047,226 (\$925,866 in 2023-24). For Group 1 members, the expense represents approximately 1.02 times (1.02 times in 2023-24) the employee contributions and, for Group 2 members, approximately 1.00 times (1.00 times in 2023-24) the employee contributions.

CCOHS' responsibility with regard to the Plan is limited to its contributions. Actuarial surpluses or deficiencies are recognized in the financial statements of the Government of Canada, as the Plan's sponsor.

b) Severance benefits

Severance benefits provided to CCOHS employees were previously based on an employee's eligibility, years of service and salary at termination of employment. However, since 2011 the accumulation of severance benefits for voluntary departures progressively ceased for substantially all employees. Employees subject to these changes were given the option to be paid the full or partial value of benefits earned to date or collect the full or remaining value of benefits upon departure from the public service. By March 31, 2025 all settlements for immediate cash out were completed. Severance benefits are unfunded and, consequently, the outstanding obligation will be paid from future authorities.

The changes in the obligations during the year were as follows:

	2025	2024
	\$	\$
Accrued benefit obligation - opening balance	190,484	274,101
Expense for the year	260,736	6,270
Benefits paid during the year	(321,001)	(89,887)
Accrued benefit obligation at end of year	130,219	190,484

NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2025
(in dollars)

6. Deferred revenues – donations

CCOHS, by virtue of subsection 6(3) of its Act, may acquire money or other property by gift or otherwise and expend or dispose of those donations subject to their terms, if any.

During the 2024-25 fiscal, CCOHS determined that the deferred revenue – donations liability consisted of two types of donations: a general fund and a special purpose fund. Adjustments were made during the fiscal to account for these two types of donations.

General unrestricted donations: Public sector accounting standards require the revenue recognition of general donations that do not have any external restrictions placed on the funds. For this reason, \$120,985 of revenue was recognized with an off setting \$35,000 in expense related to the payout of the Dick Martin Scholarship over the past five years at \$7,000 per year.

Special Purpose Fund: Public sector accounting standards allow for the revenue deferral of special purpose donations where there have been external restrictions placed on the funds. Restricted donations have been received related to the Chad Bradley Scholarship. The recognition of revenue is to occur at the time the funds are used. Revenue of \$12,000 was recognized during the year associated with the related expense of \$12,000 representing the \$3,000 scholarship paid out over the last 4 years. The final balance in deferred revenues – donations on the Statement of Financial Position is \$18,000 representing a total of \$30,000 in restricted donations received less the \$12,000 in scholarships paid out.

7. Accounts receivable

The following table presents details of CCOHS' accounts receivable:

	2025	2024
	\$	\$
External parties	296,447	421,436
Other federal government departments and agencies	-	-
	<hr/> 296,447	<hr/> 421,436
Accounts receivable - other	-	70,105
Allowance for doubtful accounts on receivables from external parties	(15,000)	(15,000)
Total accounts receivable	<hr/> 281,447 <hr/>	<hr/> 476,541 <hr/>

NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2025

(in dollars)

8. Net debt

The net debt is calculated as the difference between liabilities and financial assets. Deferred revenue represents the most significant component of net debt for 2025. It increased significantly for 2025 as funds were received prior to March 31, 2025 for work to be done in the 2025-26 fiscal. Employee severance benefits, as detailed in note 5 b), and vacation pay obligations represent other significant components of net debt as future Government of Canada Parliamentary authorities will be required in order to discharge those obligations.

	2025	2024
	\$	\$
Net debt at end of year	(3,228,115)	(1,192,046)
Net debt to be funded by future Government of Canada		
Parliamentary authorities		
Allowance for vacation pay	573,437	605,709
Allowance for employee severance benefits (note 5 b)	130,219	190,484
Allowance for funded payroll (note 3 b)	284,431	230,403
Total net debt to be funded by future Government of Canada		
Parliamentary authorities	988,087	1,026,596
Net debt funded by CCOHS' respendable / reinvestment authorities*	(2,240,028)	(165,450)

**Balance of net debt funded by CCOHS consists of unfunded payroll costs and operating payables outstanding at end of year.*

NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2025

(in dollars)

9. Tangible capital assets

The following table presents details of the tangible capital assets held by CCOHS during the fiscal year:

Tangible capital assets	Opening balance	Acquisitions	Disposals and write-offs	Closing balance
	\$	\$	\$	\$
Computer equipment	551,105	-	(24,581)	526,524
Furniture and equipment	191,058	-	-	191,058
Software	274,329	-	-	274,329
Leasehold improvements	181,566	26,297	-	207,863
	<u>1,198,058</u>	<u>26,297</u>	<u>(24,581)</u>	<u>1,199,774</u>

Accumulated amortization	Opening balance	Amortization	Disposals and write-offs	Closing balance
	\$	\$	\$	\$
Computer equipment	218,081	95,447	(24,581)	288,947
Furniture and equipment	188,309	1,942	-	190,251
Software	270,474	3,855	-	274,329
Leasehold improvements	173,708	4,636	-	178,344
	<u>850,572</u>	<u>105,880</u>	<u>(24,581)</u>	<u>931,871</u>

Net book value	2025	2024
	\$	\$
Computer equipment	237,577	333,024
Furniture and equipment	807	2,749
Software	-	3,855
Leasehold improvements	29,519	7,858
	<u>267,903</u>	<u>347,486</u>

Amortization expense for the year ended March 31, 2025, was \$105,880. (2024 - \$110,149)

NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2025

(in dollars)

10. Revenues

	2025	2024*
	\$	\$
Education Services	3,414,682	3,466,762
Business Safety Portal	1,502,750	-
Chemical Services	1,005,965	1,004,182
Inquiries	608,167	474,500
Legislative Services	456,463	512,449
Public Health Agency of Canada partnership	149,999	998,500
Business Development	312,548	376,684
Communications	307,161	266,788
Publications	112,003	62,411
Other income	10,129	4,642
Total revenue	7,879,867	7,166,918

* Prior year information has been reclassified to conform with current year's presentation.

11. Contractual obligations

The nature of CCOHS' activities can result in multi-year contracts and obligations whereby CCOHS will be obligated to make future payments when the goods and services are received. Significant contractual obligations that can be reasonably estimated are summarized as follows:

	2026	2027	2028	2029	Total
	\$	\$	\$	\$	\$
Operating leases	762,618	762,618	762,618	254,206	2,542,060

As of August 1, 2023, CCOHS has a multi-year lease contract with related parties for \$762,618 annually that expires during fiscal year 2029. As per note 12, this accommodation is provided without charge by the Government of Canada.

NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2025

(in dollars)

12. Related party transactions

CCOHS is related as a result of common ownership to all government departments, agencies, and Crown corporations. CCOHS enters into transactions with these entities in the normal course of business and on normal trade terms. The transactions are measured at the exchange amount agreed to by the related parties. During the year, CCOHS received common services, which were obtained without charge from other government departments as disclosed below.

a) Services provided without charge by other government departments

During the year, CCOHS received services without charge from other government departments, related to accommodation and the employer's contribution to the health and dental insurance plans. These services provided without charge have been recorded in the Statement of Operations and Net Financial Position as follows:

	2025	2024
	\$	\$
Employer's contribution to health & dental insurance plans	922,465	938,513
Accommodation	762,618	734,058
Total	1,685,083	1,672,571

The Government has centralized some of its administrative activities for efficiency and cost-effectiveness purposes so that one department performs these on behalf of all without charge. The costs of these services, which include payroll and cheque issuance services provided by Public Services and Procurement Canada are not included in CCOHS' Statement of Operations and Net Financial Position.

b) Other transactions with related parties

	2025	2024
	\$	\$
Accounts receivable from other government departments (note 7)	-	-
Accounts payable to other government departments and agencies (note 4)	863,334	884,042
Expenses - Other government departments and agencies	433,211	418,487
Revenue - Other government departments and agencies	762,352	2,070,772

NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2025

(in dollars)

13. Segmented information

Presentation by segment is based on CCOHS' program activity architecture. The presentation by segment is based on the same accounting policies as described in summary of significant accounting policies in note 2. The following table presents the expenses incurred and revenues generated for the main program activities, by major object of expense and by major type of revenues. The segment results for the year are as follows:

	Internal Services	Health and Safety	2025	2024
	\$	\$	\$	\$
Salaries and employee benefits	4,744,444	8,663,209	13,407,653	12,797,459
Professional and special services (incl. Council and committees)	236,081	578,185	814,266	1,279,979
Accommodation	244,038	518,580	762,618	734,058
Transport and communications	58,277	349,352	407,629	389,377
Information	214	58,966	59,180	51,936
Purchased repair and upkeep	17,740	-	17,740	6,342
Utilities, materials and supplies	16,203	101,634	117,837	33,318
Rental	63,442	697,914	761,356	584,386
Other expenditures	-	105,880	105,880	110,150
Total expenses	5,380,439	11,073,720	16,454,159	15,987,005
Revenues	-	-	7,879,867	7,166,918
Cost from continuing operations			8,574,292	8,820,087

NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2025

(in dollars)

14. CCOHS Respendable / Reinvestment Authorities:

In 2015-16, the Treasury Board Secretariat facilitated a change in the funding structure for CCOHS. As a result, CCOHS was given unrestricted authority (pursuant to section 6(1)(g) of the CCOHS Act) to spend revenue from fees charged for its products and services within the fiscal year in which the revenue was received or in subsequent fiscal years.

The purpose of CCOHS' respendable / reinvestment authorities are to provide CCOHS with funding to facilitate one-time expenditures, reinvestment in capital equipment or program development in accordance with CCOHS' strategic plan.

	2025
	\$
Balance at beginning of year	7,036,426
Annual operating surplus (cost)	(2,096,625)
Tangible capital assets purchased with internal funds	(26,297)
Amortization of internally funded tangible capital assets	105,880
Internal revenue carried forward to subsequent year pursuant to section 6(1)(g) of the CCOHS Act	4,045,213
Balance at end of year	9,064,597
Allocated respendable / reinvestment authorities	
Deferred revenues – donations (note 6)	(18,000)
Net debt funded by CCOHS (note 8)	(2,240,028)
Planned operational and capital investments - 2026 to 2030	(2,453,217)
Total allocated respendable / reinvestment authorities	(4,711,245)
Unallocated respendable / reinvestment authorities	4,353,351

NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2025

(in dollars)

15. Financial instruments and risk management

a) Liquidity risk:

Liquidity risk is the risk that CCOHS will encounter difficulty in meeting its obligations associated with financial liabilities. The entity's objective for managing liquidity risk is to manage operations and cash expenditures within the appropriation authorized by Parliament or allotment limits approved by the Treasury Board. As described in note 9, government sources of liquidity are required to fund the net debt position.

The entity's risk exposure and its objectives, policies and processes to manage and measure this risk did not change significantly from the prior year.

b) Credit risk:

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. CCOHS is not exposed to significant credit risk. CCOHS provides services to other government departments and agencies and to external parties in the normal course of business. Accounts receivable are due on demand. The maximum exposure the entity has to credit is risk equal to the carrying value of its accounts receivables.

Also available online in
PDF and HTML formats
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