

2021–22
Departmental Results Report

**Canadian Centre for Occupational
Health and Safety**

The Honourable Seamus O'Regan Jr.
Minister of Labour

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the Minister of Labour, 2022

Catalogue No. CC271-8E-PDF

ISSN 2561-0813

This document is available on the Canadian Centre for Occupational
Health and Safety website at [http://https://www.ccohs.ca/](https://www.ccohs.ca/)

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From the Minister

Canadian workers have a right to a healthy, respectful, and safe work environment. But that's not enough—our workers deserve to feel happy, valued and fulfilled. Each year, our government strives to do more, and to do better, for these hard-working people and their families.



While the COVID-19 pandemic created stress and uncertainty for many of us, the Canadian Centre for Occupational Health and Safety (CCOHS) has been and continues to be there to support Canadian workplaces. They have innovated and adapted our lives to the pandemic, with their work on COVID-19 safety, on stress and anxiety and caring for healthcare workers and paramedics. With guidance from CCOHS and the Public Health Agency of Canada, we have been able to go to work, re-enter our communities, and equip ourselves with the knowledge of how to keep each other safe. Invaluable resources and tools, such as online courses, infographics, and tip sheets, have helped navigate important issues such as vaccination plans, hybrid work models, disconnecting from work and fostering mentally healthy workplaces.

Since the introduction of the *Work Place Harassment and Violence Prevention Regulations*, we have been working closely with CCOHS to develop resources that help employers and employees understand their role in preventing harassment and violence. We also consulted with federally regulated employers and labour representatives to establish an online list of qualified, professional investigators, who can be called upon to investigate and address occurrences of all forms of workplace harassment and violence. I would like to thank CCOHS for continuing to host and maintain the tool on their website.

Our government is committed to supporting and guiding workplaces through these challenging times and changing world of work. I look forward to continuing our work with CCOHS to create healthy workplaces that are safe, compassionate, and support the physical and mental well-being of workers in Canada, that all may thrive.

The Honourable Seamus O'Regan Jr.
Minister of Labour

From the Institutional Head

I am pleased to present the *2021-2022 Departmental Results Report* for the Canadian Centre for Occupational Health and Safety (CCOHS).



The COVID-19 pandemic remained at the forefront for all Canadians this past year as workplaces across the country, all in various stages of the pandemic, faced unique challenges. To assist workplaces, we relied on our network of partners and stakeholders to inform our work and the supports we could provide to workers in Canada.

We continued our partnership with the Public Health Agency of Canada to develop courses, tools, and other resources with guidance on conducting risk assessments, helping workplaces navigate a safe return to work, and designing hybrid workplaces for those planning a blend of remote work with a return to the physical workplace.

We extended the reach of this important guidance with the development of the CCOHS Safe Work mobile app that enables access to our free COVID-19 resources in remote areas where internet connectivity may be unavailable or unreliable.

We collaborated and partnered with organizations across Canada to spread prevention messages and created courses and guidance materials to address topics of concern including substance/opioid use; workplace harassment and violence; mental health; and occupational disease.

Additionally, to support workplaces in their efforts to create environments that are free from harassment and violence, new resources were developed, and virtual workshops were held that outlined prevention measures and employer duties and responsibilities including those related to the federal *Work Place Harassment and Violence Prevention Regulations* that came into force on January 1, 2021.

This year we also worked to further strengthen relationships with Indigenous communities, learning how we can better serve and support them, from customizing our online courses to co-facilitating roundtable discussions and offering guidance on developing harassment and violence prevention programs.

We are dedicated to our mandate to provide workplaces and workers in Canada with information and tools to make their work both physically and mentally safe and look forward to partnering with our stakeholders in creating safe and respectful workplaces for all.

Anne Tennier, P.Eng. EP

President and Chief Executive Officer

Results at a glance

What funds were used?

\$13,093,032

Actual Spending

Who was involved?

106.2

Actual FTEs

Results Highlights

Outreach: 11.3 million people visited the CCOHS **website** for health and safety information 14.7 million times this year. To help measure the impact of the website, a user survey was deployed throughout the year. Out of the 26,663 respondents this year, 86% said the information was easy to access and 81% said they would use information from the website to make changes to their workplace. **OSH Answers** fact sheets had 13 million visits from 10.3 million users, and the **mobile app** had 6,156 downloads. The **Safety InfoLine** service answered 6,751 inquiries received from workers in Canada seeking advice and guidance through our confidential person-to-person inquiry service. Users of the service were surveyed on the quality and effectiveness of the service, and the results showed that 60% said the information received would lead to current or future changes to their workplace.

Partnerships/Collaborations: CCOHS continued its partnership with the **Public Health Agency of Canada** and other stakeholders to develop COVID-19 related courses and resources with guidance on conducting risk assessments, returning to work safely, and designing hybrid workplaces for those planning a blend of remote work with a return to the physical workplace. Additionally, CCOHS maintains the **Roster of Investigators**, a list of qualified, professional investigators, on its website to support the *Work Place Harassment and Violence Prevention Regulations*. CCOHS partnered with the **Occupational Health Clinics for Ontario Workers (OHCOW)** and the **Occupational Cancer Research Centre (OCRC)** to create tools that promote awareness of occupational diseases.

For more information on CCOHS' plans, priorities and results achieved, see the "Results: what we achieved" section of this report.

Results: what we achieved

Core responsibilities

National Occupational Health and Safety Resource

Description

The goal of the Canadian Centre for Occupational Health and Safety is to provide easy access to credible information on occupational health and safety to help workers in Canada be safe at work, and support employers, labour groups and governments in their efforts to create healthy and safe workplaces. The Canadian Centre for Occupational Health and Safety, as a national institute, provides impartial information through various free and for fee bilingual products and services. Workers and employers in Canada can access a free, confidential service to have their health and safety questions answered personally via telephone, e-mail, person-to-person, fax or mail. In addition, a broad range of online and print resources are offered which support safety and health information needs of workers and workplaces in Canada. Products and services may be financially supported through cost recovery efforts, contributions from the Government of Canada and contributions from other stakeholders.

The Canadian Centre for Occupational Health and Safety collects, evaluates, creates and publishes authoritative information resources on occupational health and safety for the benefit of the working population in Canada. This information is used for education and training, research, development of policy and best practices, improvement of health and safety programs, achieving compliance, and for personal use. When the product or service provided by the Canadian Centre for Occupational Health and Safety is offered to stakeholders such as individuals, groups, and organizations within Canada and abroad with benefits beyond those enjoyed by the general public, the product or service becomes part of the cost-recovery program and a fee is charged.

The Canadian Centre for Occupational Health and Safety promotes and facilitates consultation and cooperation among federal, provincial and territorial jurisdictions and participation by labour, employers and other stakeholders in order to assist 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.

Results

For the fiscal year 2021-2022, CCOHS focused its efforts on addressing the three departmental results and priorities in the sectors identified in the strategic plan:

1. Provide easy access to CCOHS' occupational health and safety information and services;
2. Utilize knowledge outcomes for the benefit of Canadians and workers throughout Canada through collaboration with labour, employers and/or government on emerging occupational health and safety issues and for priority sectors; and
3. Provide Canadians and workers in Canada with a National repository of key occupational health and safety knowledge, standards, statistics, and information tools that improves the dissemination of occupational health and safety-related information.

CCOHS took on various initiatives from the strategic plan specifically for our priority sectors by providing education, information and resources aimed at the COVID-19 pandemic, workplace violence and harassment, mental health, and occupational disease.

- To help workplaces address the challenges associated with **COVID-19**, CCOHS continued to develop courses, videos, podcasts, articles, and infographics on conducting risk assessments, returning to work safely during the pandemic, and designing a hybrid workplace for those planning a blend of remote work with a return to the physical workplace. CCOHS continued its partnership with the **Public Health Agency of Canada** to develop COVID-19 related tip sheets for workplaces and higher-risk occupations, industries, and essential services. This year we doubled our collection to more than 115 tip sheets. The uptake of these resources has been strong with 225,014 views of the tip sheets, well over the 40,000 views last year. In October 2021, CCOHS launched the **CCOHS Safe Work app** which hosts the entire collection of over 120 COVID-19 resources. The app has had 3,000 downloads since its launch.
- The **CCOHS website** is a bilingual hub where each health and safety-related product, service, database and resource developed by CCOHS is hosted. CCOHS continues to work on modernizing the search functionality of the website to allow for improved accessibility to our guidance. Downloadable content was reviewed and updated to meet accessibility guidelines.
- Usage this year resulted in 11.3 million people visiting the website for health and safety information 14.7 million times. Of these visits, 31.3% of users were located in Canada. To help measure the impact of the website, a user survey was deployed throughout the year. Out of the 26,663 respondents, 86% said the information was easy to access and 81% said they would use information from the website to make changes to their workplace.
- The online **OSH Answers** fact sheet collection (and mobile app version) help health and safety professionals, consultants, and the public understand complex safety issues. This year, 10.3 million users made 13 million visits to the fact sheet collection on the CCOHS website – and 30.5% of those visits were from Canada. Additionally, the mobile app has been downloaded 6,156 times.

- The free and confidential **Safety InfoLine** [person-to-person] service connects users to a team of occupational health and safety technical specialists. The team responded to 6,751 inquiries and was accessed by employers (47.6%), followed by labour (25.7%), the general public (11.5%), governments (10%) and students (5.2%). Users of the service were surveyed to gauge the quality and effectiveness of the service. The results showed that 82% of users were very satisfied with the information they received, and 60% said the information received would lead to current or future changes to their workplace.

Mental Health: CCOHS continues to support organizations in fostering a mentally healthy workplace. CCOHS offers an extensive collection of resources, which include fact sheets, websites, e-courses, and apps developed in partnership with credible organizations and industry leaders across Canada.

- **Online Courses.** This year CCOHS developed a suite of mental health-related courses to help organizations create awareness and recognize the importance of psychological health and safety in the workplace. *Psychological Health and Safety for Employers* and *Psychological Health and Safety for Workers* build upon the learning from introductory courses (*Psychological Health and Safety Awareness* and *Reducing Mental Health Stigma in the Workplace*) to give participants a deeper understanding of the roles and factors in creating a psychologically safe workplace.
- **Psychologically Safe Leader Assessment Tool.** Through a collaboration with Canada Life, we rebuilt and enhanced the Psychologically Safe Leader Assessment tool. The tool allows individuals and organizations to identify and strengthen their psychological health and safety leadership strategies. We continue to provide technical support for this tool.

Harassment and Violence Prevention: To support organizations working towards creating environments that are free from harassment and violence, CCOHS developed resources that outlined their specific responsibilities and duties, along with preventative measures.

- **Webinar Series: Preventing Workplace Harassment and Violence.** CCOHS hosted a free, two-part webinar, Preventing Workplace Harassment and Violence, to help federally regulated workplaces address and develop policies on harassment and violence. The webinar series referred to the federal regulations under the *Canada Labour Code, Part II* and each session included a presentation and question and answer period. The English events were presented live with pre-recorded French language sessions. The webinars took place on March 9 and 10, 2022, with 155 participants.
- **Roster of Investigators.** The Labour Program, in consultation with a tripartite expert group of federally regulated employers and labour representatives, established the Roster of Investigators, a list of qualified, professional investigators, to support the *Work Place Harassment and Violence Prevention Regulations* that came into effect on January 1, 2021. CCOHS continues to maintain the roster on its website, making it readily available to organizations and individuals across Canada who may need to investigate and address

occurrences of workplace harassment and violence to be compliant with the regulations. Currently, the tool has a roster of 75 harassment and violence prevention investigators across Canada.

- **Harassment and Violence Prevention Social Media Campaign:** CCOHS ran paid social media campaigns to raise awareness of harassment and violence prevention. The campaign targeted decision makers who can help drive the creation of psychologically safe workplaces. The campaign ran on CCOHS English and French LinkedIn channels and resulted in 357,891 impressions, 212,417 video views, and 942 visits to our website.

Occupational Disease: Partnering with the Occupational Health Clinics for Ontario Workers (OHCOW) and the Occupational Cancer Research Centre (OCRC) enabled CCOHS to create tools and resources that promote awareness of, and help prevent, occupational disease in Canadian workplaces.

- CCOHS collaborated with OCRC to launch the **Ontario Occupational Disease Statistics** website in November 2020. This year, nine sector pages were added along with four exposure pages featuring comprehensive data and supportive infographics. The two-year project was completed in March 2022, with continued promotion to extend into the coming year. CCOHS continues to update, host, and maintain the site.
- The **Prevent Occupational Disease** website is a collaboration between CCOHS and OHCOW. The site provides employers, supervisors, safety and health practitioners, and workers with guidance on how to prevent occupational diseases. CCOHS hosts and maintains the website and has continued to work with the subcommittee to add resources to the tool and promote the prevention of occupational disease.

Impairment in the Workplace: CCOHS continued to stay at the forefront of the workplace impairment issue, focusing on impairment from opioid use. New resources were developed to help employers and their workers learn about opioids, their intended use, how to address impairment, and how to respond to signs of poisoning.

- **Online Courses: Opioids.** To help workplaces take steps to address impairment, CCOHS released two online courses. *Opioids: What Employers Need to Know*, and *Opioids: What Workers Need to Know* explain the impact of opioid use in the workplace, how to address substance use through policies, and steps to take when impairment is observed. The courses also address how to respond to concerns without judgement, stigmatizing language or behaviours, and ways in which everyone can provide appropriate support in the workplace.
- **Online Course: Substance Use.** CCOHS released the course *Substance Use in the Workplace: Addressing Stigma* to help workplaces understand and respond to the impact of stigma toward people who use substances. The course provides information about what substance use is and how to support those affected without using stigmatizing language.

Gender-based analysis plus

CCOHS recognizes the importance of the gender-based analysis plus (GBA Plus) initiative and is committed to ensuring diverse groups of workers in Canada benefit from our GBA Plus policies and programs. CCOHS leadership ensures that GBA Plus policies and programs are integrated into departmental decision-making processes, by requiring CCOHS to assess the potential implications of products and services produced by CCOHS to support the diverse populations of Canadians.

During fiscal year 2021-22, CCOHS:

- awarded the first annual Chad Bradley Scholarship to encourage women to pursue post-secondary education in the field of occupational health and safety to achieve greater gender equality and balance in the field;
- facilitated virtual workshops and presentations to help workplaces incorporate psychological health and safety information into their safety programs with a focus on mental health, and harassment and violence programs, specifically in workplace sectors that are at high risk, such as healthcare, and farming;
- facilitated 3 focus groups for Fort William First Nation participants in August 2021 on the prevention of harassment and violence training needs;
- continued to add content to promote and monitor the usage of the [Gender, Work, and Health website](#)ⁱ which provides the most up to date, and relevant information resources to help employers understand how the physical differences and psychosocial factors influence the rate of injury and illness among men, women, and non-binary people working identical jobs. This online repository also provides policy makers and employers with tools and research to integrate gender considerations into their health and safety programs;
- continued to ensure that all products and services posted by CCOHS were written in plain language, accessible and inclusive of diverse imagery;
- in conjunction with the Western University Centre for Research & Education on Violence Against Women and Children, provided training to all CCOHS staff on Addressing Domestic Violence in the Workplace; and,
- collected GBA Plus information on CCOHS' Health and Safety Report newsletter survey.

United Nations 2030 Agenda for Sustainable Development and the Sustainable Development Goals

CCOHS activities and initiatives support the UN's sustainable development goals (SDGs) and objectives such as: the promotion of sustained, inclusive, and sustainable economic growth, full and productive employment and decent work for all by protecting labour rights and through the promotion of safe and secure working environments for all

workers; and by promoting a work environment that is both accountable and inclusive at all levels.

While CCOHS is bound by the *Federal Sustainable Development Act*ⁱⁱ, it is not required to develop a full Departmental Sustainable Development Strategy (DSDS). Nevertheless, CCOHS adheres to the principles of the Federal Sustainable Development Strategy (FSDS) by complying with the *Policy on Green Procurement*ⁱⁱⁱ.

The *Policy on Green Procurement* supports the Government of Canada's effort to promote environmental stewardship. In keeping with the objectives of the policy, CCOHS supports sustainable development by integrating environmental performance considerations into the procurement decision-making process through the actions described in the 2019 to 2022 FSDS "Greening Government" goal.

Experimentation

Due to the small size of our department, CCOHS does not have the capacity or resources to undertake this initiative.

Results achieved

The following table shows, for National Occupational Health and Safety Resource, the results achieved, the performance indicators, the targets and the target dates for 2021–22, and the actual results for the three most recent fiscal years for which actual results are available.

| Departmental results | Performance indicators | Target | Date to achieve target | 2019–20 actual results | 2020–21 actual results | 2021–22 actual results |
|--|--|--|------------------------|----------------------------|------------------------|-------------------------|
| Canadians and workers in Canada can easily access the Canadian Centre for Occupational Health and Safety's occupational health and safety information and services | Number of learning activities and opportunities on emerging occupational health and safety issues and for priority sectors | Between 100 and 140 learning events on emerging occupational health and safety issues and for priority sectors | March 2022 | Not available ⁱ | 125 | 116 |
| | Number of social media impressions on emerging occupational health and | Up to 3,000,000 social media impressions | March 2022 | 2,474,648 | 2,925,959 | 5,450,000 ⁱⁱ |

| Departmental results | Performance indicators | Target | Date to achieve target | 2019–20 actual results | 2020–21 actual results | 2021–22 actual results |
|--|--|--|------------------------|----------------------------|-------------------------|-------------------------|
| | safety issues and for priority sectors, where CCOHS is referenced as the source | | | | | |
| | Percentage of users of CCOHS' website who indicated that information was easy to access | Between 75% and 90% | March 2022 | 85% | 86% | 86% |
| Provide Canadians and workers in Canada with a National repository of key occupational health and safety knowledge, standards, statistics, and information | Number of collections of occupational health and safety related records made available to Canadians and workers in Canada through repository tools | Between 1 to 3 new collections of records per year | March 2022 | Not available ^I | 1 | 1 |
| tools that improves dissemination of occupational health and safety related information | Number of new tools made available to workers in Canada which address emerging occupational health and safety issues and for priority sectors | Between 20 and 30 new tools per year | March 2022 | Not available ^I | 79 ^{III} | 39 ^{III} |
| | Number of times users accessed | Between 1,900,000 to | March 2022 | Not available ^I | 4,000,000 ^{IV} | 3,380,000 ^{IV} |

| Departmental results | Performance indicators | Target | Date to achieve target | 2019–20 actual results | 2020–21 actual results | 2021–22 actual results |
|---|--|----------------------------------|------------------------|----------------------------|------------------------|------------------------|
| | CCOHS' free online repository of occupational health and safety information or used its person-to-person support services | 2,300,000 times | | | | |
| Through the facilitation of collaborative initiatives with labour, employers and/or government on emerging occupational health and safety issues and for priority sectors, knowledge outcomes are utilized for the benefit of Canadians and workers throughout Canada | Number of new collaborative initiatives with a tripartite perspective on emerging occupational health and safety issues and for priority sectors, where knowledge outcomes are serviceable across Canada | Up to 6 new initiatives per year | March 2022 | Not available ⁱ | 5 | 8 ^v |

ⁱ Beginning in fiscal year 2020-21, CCOHS implemented new departmental results / indicators to align with the expansion of CCOHS' strategic initiatives as a national leader on emerging occupational health and safety issues.

ⁱⁱ Social media impressions were much higher due to the placement of paid social media ads promoting safe work practices.

ⁱⁱⁱ As a result of the COVID-19 pandemic, several new tools and resources were developed to support workers and businesses in Canada.

^{iv} COVID-19 increased the demand for credible health and safety information and therefore increased visits to and usage of our online fact sheets.

^v Collaborations with Health Canada resulted in several new initiatives including health class decision trees, an indoor air quality technical guide, and a hazard risk mitigation guide and hazard Occupational Exposure Limits (OEL) notation.

Financial, human resources and performance information for CCOHS' Program Inventory is available in [GC InfoBase](#).^{iv}

Budgetary financial resources (dollars)

The following table shows, for National Occupational Health and Safety Resource, budgetary spending for 2021–22, as well as actual spending for that year.

| 2021–22 Main Estimates | 2021–22 planned spending | 2021–22 total authorities available for use | 2021–22 actual spending (authorities used) | 2021–22 difference (actual spending minus planned spending) |
|------------------------|--------------------------|---|--|---|
| 9,336,865 | 9,336,865 | 14,245,466 | 8,613,556 | (723,309) |

Financial, human resources and performance information for CCOHS' Program Inventory is available in [GC InfoBase](#).^v

Human resources (full-time equivalents)

The following table shows, in full-time equivalents, the human resources the department needed to fulfill this core responsibility for 2021–22.

| 2021–22 planned full-time equivalents | 2021–22 actual full-time equivalents | 2021–22 difference (actual full-time equivalents minus planned full-time equivalents) |
|---------------------------------------|--------------------------------------|---|
| 86 | 80.2 | (5.8) |

Financial, human resources and performance information for CCOHS' Program Inventory is available in [GC InfoBase](#).^{vi}

Internal services

Description

Internal services are those groups of related activities and resources that the federal government considers to be services in support of programs and/or required to meet corporate obligations of an organization. Internal services refers to the activities and resources of the 10 distinct service

categories that support program delivery in the organization, regardless of the internal services delivery model in a department. The 10 service categories are:

- ▶ acquisition management services
- ▶ communication services
- ▶ financial management services
- ▶ human resources management services
- ▶ information management services
- ▶ information technology services
- ▶ legal services
- ▶ material management services
- ▶ management and oversight services
- ▶ real property management services

Budgetary financial resources (dollars)

The following table shows, for internal services, budgetary spending for 2021–22, as well as spending for that year.

| 2021–22 Main Estimates | 2021–22 planned spending | 2021–22 total authorities available for use | 2021–22 actual spending (authorities used) | 2021–22 difference (actual spending minus planned spending) |
|------------------------|--------------------------|---|--|---|
| 5,483,556 | 5,483,556 | 8,907,608 | 4,479,476 | (1,004,080) |

Actual spending during 2021-22 was less than planned. Personnel, professional services, and travel costs were lower than expected.

Human resources (full-time equivalents)

The following table shows, in full-time equivalents, the human resources the department needed to carry out its internal services for 2021–22.

| 2021–22 planned full-time equivalents | 2021–22 actual full-time equivalents | 2021–22 difference (actual full-time equivalents minus planned full-time equivalents) |
|---------------------------------------|--------------------------------------|---|
| 29 | 26 | (3) |

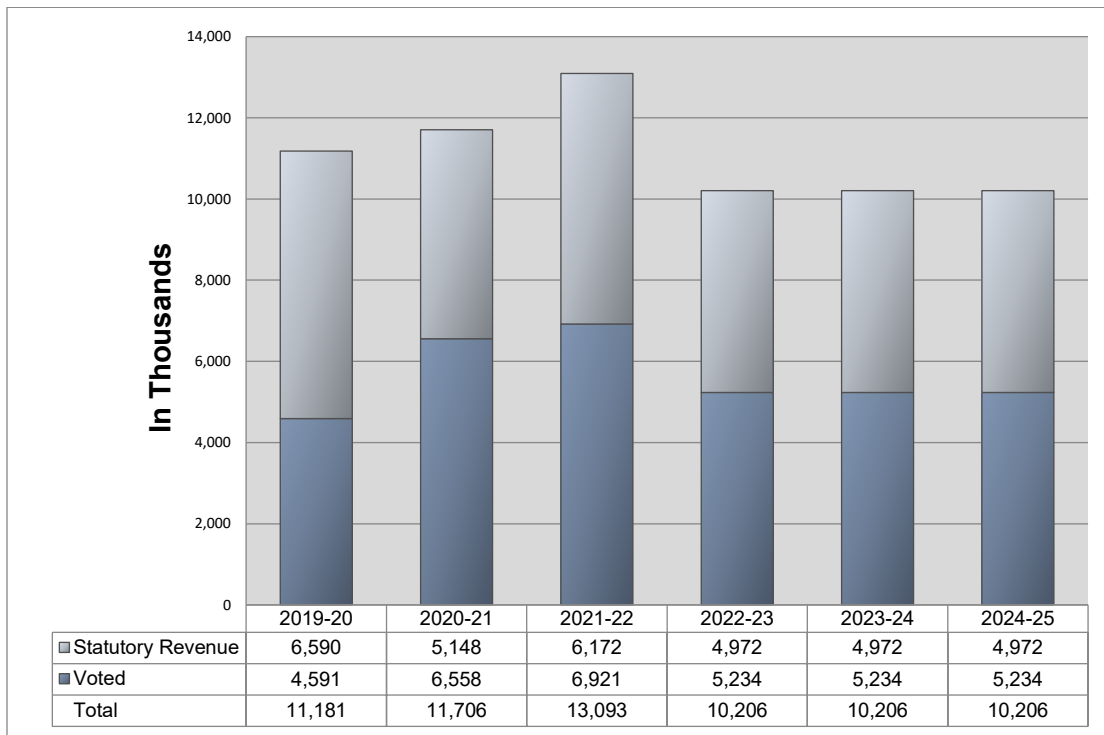
Retirements coupled with delays in replacement hiring resulted in fewer FTEs than planned.

Spending and human resources

Spending

Spending 2019–20 to 2024–25

The following graph presents planned (voted and statutory spending) over time.



The total planned spending reported in fiscal years 2019-20 to 2021-22 includes Parliamentary appropriations and revenue sources including main estimates, recoveries and the use of cash responsible revenues pursuant to section 6(1)(g) of the *Canadian Centre for Occupational Health and Safety Act* (CCOHS Act).

Fiscal 2022-23 to 2024-25 includes planned spending authorities which represent authorities approved in the 2021-22 main estimates and do not represent the use of CCOHS' responsible revenues, as responsible revenues are only reported upon the approved disbursement of the funds within the fiscal year.

Budgetary performance summary for core responsibilities and internal services (dollars)

The “Budgetary performance summary for core responsibilities and internal services” table presents the budgetary financial resources allocated for CCOHS’ core responsibilities and for internal services.

| Core responsibilities and internal services | 2021–22 Main Estimates | 2021–22 planned spending | 2022–23 planned spending | 2023–24 planned spending | 2021–22 total authorities available for use | 2019–20 actual spending (authorities used) | 2020–21 actual spending (authorities used) | 2021–22 actual spending (authorities used) |
|--|------------------------|--------------------------|--------------------------|--------------------------|---|--|--|--|
| National Occupational Health and Safety Resource | 9,336,865 | 9,336,865 | 6,429,591 | 6,429,591 | 14,245,466 | 6,953,799 | 7,577,114 | 8,613,556 |
| Internal services | 5,483,556 | 5,483,556 | 3,776,109 | 3,776,109 | 8,907,608 | 4,227,191 | 4,128,539 | 4,479,476 |
| Total | 14,820,421 | 14,820,421 | 10,205,700 | 10,205,700 | 23,153,074 | 11,180,990 | 11,705,653 | 13,093,032 |

The 2021-22 total authorities available for use shown in the table above represents the planned Parliamentary appropriations and revenue sources including the main estimates, supplementary estimates, recoveries and the use of cash spendable revenues pursuant to section 6(1)(g) of the CCOHS Act.

Actual spending for fiscal 2021-22 was 11.7% below plan and 11.9% above the prior year. Additional spending was required to support the whole-of-government response to the COVID-19 pandemic and business resumption activities. A transformation of information technology resources was also necessary to support the continued transition to a remote work environment and limit the risk of cyber security threats. Existing staff were redeployed to these efforts and their roles were backfilled where possible. Delays in hiring resulted in being underspent.

Human resources

The “Human resources summary for core responsibilities and internal services” table presents the full-time equivalents (FTEs) allocated to each of CCOHS’ core responsibilities and to internal services.

Human resources summary for core responsibilities and internal services

| Core responsibilities and internal services | 2019–20 actual full-time equivalents | 2020–21 actual full-time equivalents | 2021–22 planned full-time equivalents | 2021–22 actual full-time equivalents | 2022–23 planned full-time equivalents | 2023–24 planned full-time equivalents |
|--|--------------------------------------|--------------------------------------|---------------------------------------|--------------------------------------|---------------------------------------|---------------------------------------|
| National Occupational Health and Safety Resource | 62.3 | 70.8 | 86 | 80.2 | 75.5 | 75.5 |
| Internal services | 21 | 26.8 | 29 | 26 | 31 | 31 |
| Total | 83.3 | 97.6 | 115 | 106.2 | 106.5 | 106.5 |

Expenditures by vote

For information on CCOHS' organizational voted and statutory expenditures, consult the [Public Accounts of Canada 2021](#).^{vii}

Government of Canada spending and activities

Information on the alignment of CCOHS' spending with Government of Canada's spending and activities is available in [GC InfoBase](#).^{viii}

Financial statements and financial statements highlights

Financial statements

CCOHS' financial statements (unaudited) for the year ended March 31, 2022, are available on the [departmental website](#).^{ix}

Financial statement highlights

Condensed Statement of Operations (unaudited) for the year ended March 31, 2022 (dollars)

| Financial information | 2021–22 planned results | 2021–22 actual results | 2020–21 actual results | Difference (2021–22 actual results minus 2021–22 planned results) | Difference (2021–22 actual results minus 2020–21 actual results) |
|---|-------------------------|------------------------|------------------------|---|--|
| Total expenses | 14,944,102 | 14,590,070 | 13,177,926 | (354,032) | 1,412,144 |
| Total revenues | 6,252,286 | 6,976,998 | 6,442,648 | 724,712 | 534,350 |
| Net cost of operations before government funding and transfers* | 8,691,816 | 7,613,072 | 6,735,278 | (1,078,444) | 877,794 |

*Net cost of operations includes the spending of available cash revenues pursuant to section 6(1)(g) of the CCOHS Act.

Fiscal year 2021-22 saw an increase in the net cost of operations over the prior year (+13%). In support of the government response to the COVID-19 pandemic, activities related to developing business resumption resources intensified in 2021-22. These actions resulted in both increased cost recovery revenues and expenditures.

Cost recovery revenues were projected to decrease with the waning demand for certain products. Demand for these products did not drop as quickly as expected. There was also a delay in certain projects that had revenues shifted from the 2020-21 fiscal to the 2021-22 fiscal. The result was an overall 8.3% increase in revenues.

Operating expenses were lower than planned. CCOHS had increased planned spending to support the government response to the COVID-19 pandemic. The hiring of additional health and safety specialists and other supporting team members were planned to be hired to support these efforts. Labour market shortages prevented CCOHS from being able to hire for all planned positions. In addition, professional services planned for where needed to the same extent. Also, given the uncertainty of the COVID-19 pandemic travel expenditures that were planned for were not utilized.

Condensed Statement of Financial Position (unaudited) as of March 31, 2022 (dollars)

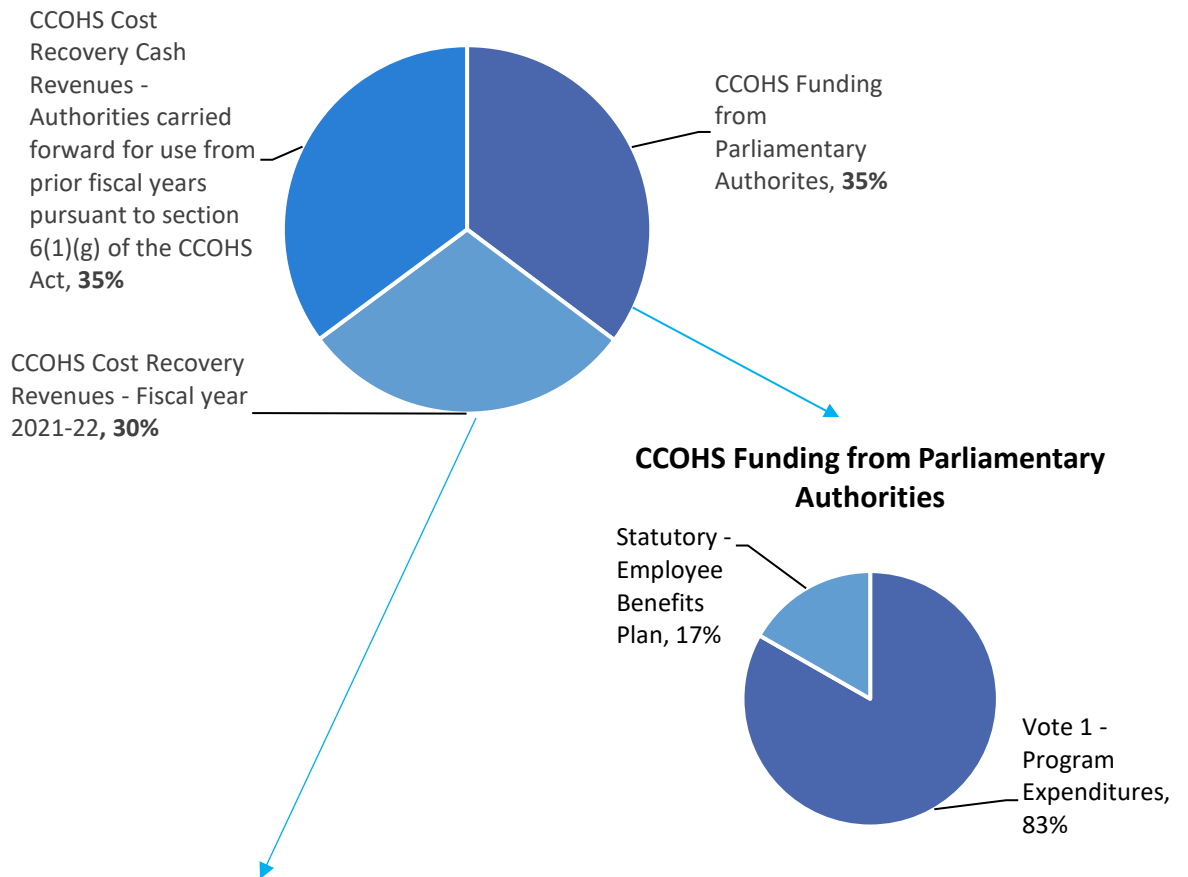
| Financial information | 2021-22 | 2020-21 | Difference (2021-22 minus 2020-21) |
|-------------------------------------|-------------|-------------|--|
| Total net liabilities | 3,776,745 | 3,900,017 | (123,272) |
| Total net financial assets | 2,330,280 | 2,209,184 | 121,096 |
| Departmental net debt | (1,446,465) | (1,690,833) | 244,368 |
| Total non-financial assets | 471,366 | 380,881 | 90,485 |
| Departmental net financial position | (975,099) | (1,309,952) | 334,853 |

Total CCOHS liabilities of \$3.777 million include: \$1.834 in accounts payable and accrued liabilities payable, \$891 thousand in deferred cost recovery revenues, and \$932 thousand in deferred employee compensation and benefits. The decrease of \$123 thousand is related to a \$219 thousand decrease in deferred cost recovery revenues and a decrease of \$44 thousand in deferred employee severance benefits. These decreases were offset partially by an increase of \$80 thousand in deferred vacation pay and compensated leave, a \$54 thousand increase in accounts payable and accrued liabilities, and a \$5 thousand increase in deferred donations.

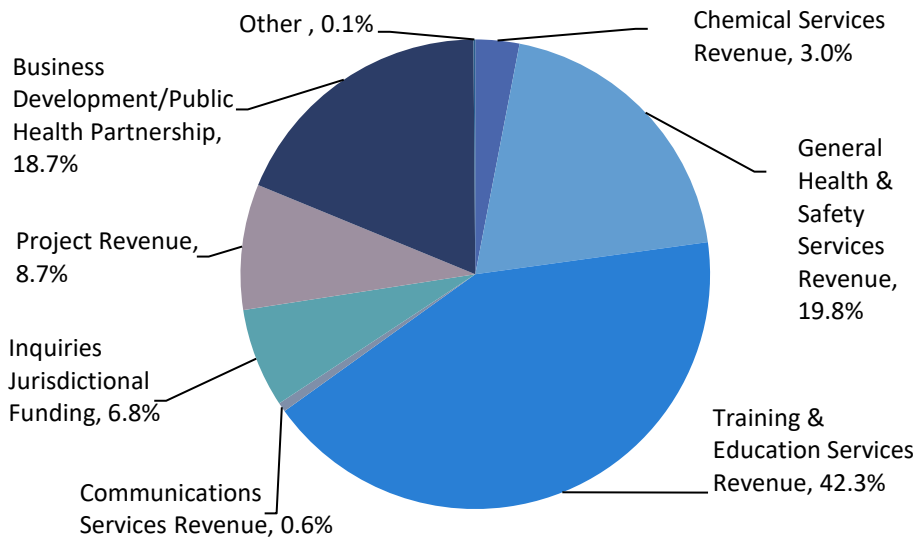
Total CCOHS non-financial assets of \$471 thousand consist of \$328 thousand of tangible capital assets.

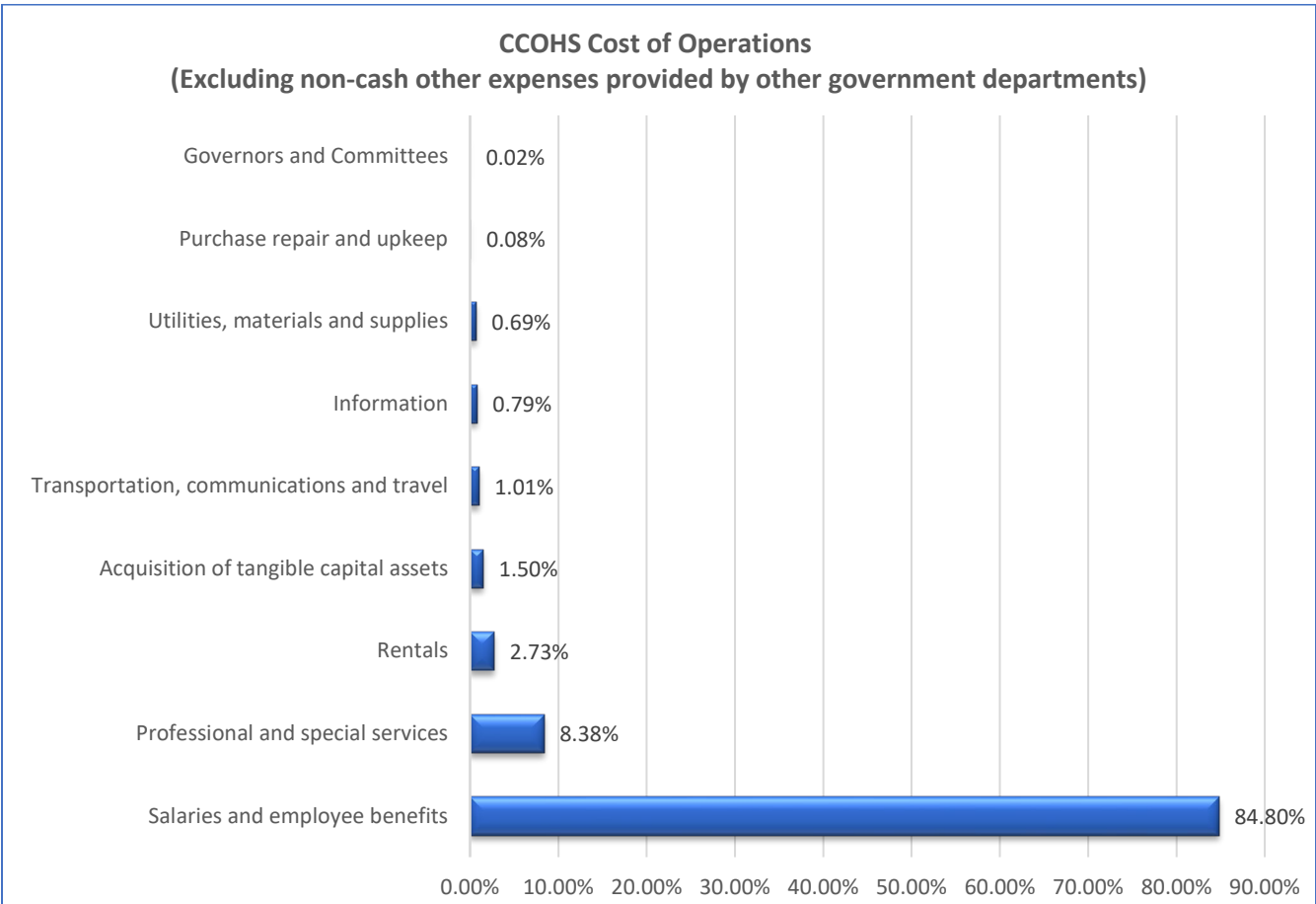
The increase of \$335 thousand in departmental net financial position, which is the difference between the total non-financial assets and the departmental net debt, is mainly attributable to the decrease in deferred revenues and employee severance benefits.

CCOHS - Total Cost Recovery Revenues and Parliamentary Authorities



CCOHS Cost Recovery Revenues, Fiscal Year 2021-2022





Corporate information

Organizational profile

Appropriate minister: The Honourable Seamus O'Regan Jr., Minister of Labour

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

Ministerial portfolio: Labour Program

Enabling instrument[s]: [*Canadian Centre for Occupational Health and Safety Act*](#)^x

Year of incorporation / commencement: 1978

Raison d'être, mandate and role: who we are and what we do

“Raison d'être, mandate and role: who we are and what we do” is available on [CCOHS' website](#)^{xi}.

Operating context

Information on the operating context is available on [CCOHS' website](#)^{xii}.

Reporting framework

CCOHS' Departmental Results Framework and Program Inventory of record for 2021–22 are shown below.

| | | | |
|---------------------------------------|---|--|--------------------------|
| Departmental Results Framework | Core Responsibility: National Occupational Health and Safety Resource | | Internal Services |
| | <p>Departmental Results: Canadians and workers in Canada can easily access the Canadian Centre for Occupational Health and Safety's occupational health and safety information and services</p> | <p>Indicator: Number of learning activities and opportunities on emerging occupational health and safety issues and for priority sectors</p> <p>Indicator: Number of social media impressions on emerging occupational health and safety issues and for priority sectors, where CCOHS is referenced as the source</p> <p>Indicator: Percentage of users of CCOHS' website who indicated that information was easy to access</p> | |
| | <p>Departmental Results: Provide Canadians and workers in Canada with a National repository of key occupational health and safety knowledge, standards, statistics, and information tools that improves dissemination of occupational health and safety related information</p> | <p>Indicator: Number of collections of occupational health and safety related records made available to Canadians and workers in Canada through repository tools</p> <p>Indicator: Number of new tools made available to workers in Canada which address emerging occupational health and safety issues and for priority sectors</p> <p>Indicator: Number of times users accessed the Canadian Centre for Occupational Health and Safety's free online repository of occupational health and safety information or used its person-to-person support services</p> | |
| | <p>Departmental Results: Through the facilitation of collaborative initiatives with labour, employers and/or government on emerging occupational health and safety issues and for priority sectors, knowledge outcomes are utilized for the benefit of Canadians and workers throughout Canada</p> | <p>Indicator: Number of new collaborative initiatives with a tripartite perspective on emerging occupational health and safety issues and for priority sectors, where knowledge outcomes are serviceable across Canada.</p> | |
| Program Inventory | Program: Occupational health and safety information and services | | |

Supporting information on the program inventory

Financial, human resources and performance information for CCOHS' Program Inventory is available in [GC InfoBase](#).^{xiii}

Supplementary information tables

The following supplementary information tables are available on [CCOHS' website](#).^{xiv}:

- ▶ Departmental Sustainable Development Strategy/Reporting on Green Procurement
- ▶ Gender-based analysis plus

Federal tax expenditures

The tax system can be used to achieve public policy objectives through the application of special measures such as low tax rates, exemptions, deductions, deferrals and credits. The Department of Finance Canada publishes cost estimates and projections for these measures each year in the [Report on Federal Tax Expenditures](#).^{xv} This report also provides detailed background information on tax expenditures, including descriptions, objectives, historical information and references to related federal spending programs as well as evaluations and GBA Plus of tax expenditures.

Organizational contact information

Mailing address:

Canadian Centre for Occupational Health and Safety
135 Hunter Street East
Hamilton ON L8N 1M5

Telephone: 905-572-2981; 1-800-668-4284 (Canada and US)

Fax: 905-572-2206

Email: ResultsReporting@ccohs.ca

Website(s): www.ccohs.ca

Appendix: definitions**appropriation** (*crédit*)

Any authority of Parliament to pay money out of the Consolidated Revenue Fund.

budgetary expenditures (*dépenses budgétaires*)

Operating and capital expenditures; transfer payments to other levels of government, organizations or individuals; and payments to Crown corporations.

core responsibility (*responsabilité essentielle*)

An enduring function or role performed by a department. The intentions of the department with respect to a core responsibility are reflected in one or more related departmental results that the department seeks to contribute to or influence.

Departmental Plan (*plan ministériel*)

A report on the plans and expected performance of an appropriated department over a 3-year period. Departmental Plans are usually tabled in Parliament each spring.

departmental priority (*priorité ministérielle*)

A plan or project that a department has chosen to focus and report on during the planning period. Priorities represent the things that are most important or what must be done first to support the achievement of the desired departmental results.

departmental result (*résultat ministériel*)

A consequence or outcome that a department seeks to achieve. A departmental result is often outside departments' immediate control, but it should be influenced by program-level outcomes.

departmental result indicator (*indicateur de résultat ministériel*)

A quantitative measure of progress on a departmental result.

departmental results framework (*cadre ministériel des résultats*)

A framework that connects the department's core responsibilities to its departmental results and departmental result indicators.

Departmental Results Report (*rapport sur les résultats ministériels*)

A report on a department's actual accomplishments against the plans, priorities and expected results set out in the corresponding Departmental Plan.

experimentation (*expérimentation*)

The conducting of activities that seek to first explore, then test and compare the effects and impacts of policies and interventions in order to inform evidence-based decision-making, and

improve outcomes for Canadians, by learning what works, for whom and in what circumstances. Experimentation is related to, but distinct from innovation (the trying of new things), because it involves a rigorous comparison of results. For example, using a new website to communicate with Canadians can be an innovation; systematically testing the new website against existing outreach tools or an old website to see which one leads to more engagement, is experimentation.

full-time equivalent (*équivalent temps plein*)

A measure of the extent to which an employee represents a full person-year charge against a departmental budget. For a particular position, the full-time equivalent figure is the ratio of number of hours the person actually works divided by the standard number of hours set out in the person's collective agreement.

gender-based analysis plus (GBA Plus) (*analyse comparative entre les sexes plus [ACS Plus]*)

An analytical tool used to support the development of responsive and inclusive policies, programs and other initiatives; and understand how factors such as sex, race, national and ethnic origin, Indigenous origin or identity, age, sexual orientation, socio-economic conditions, geography, culture and disability, impact experiences and outcomes, and can affect access to and experience of government programs.

government-wide priorities (*priorités pangouvernementales*)

For the purpose of the 2021–22 Departmental Results Report, government-wide priorities refers to those high-level themes outlining the government's agenda in the 2020 Speech from the Throne, namely: Protecting Canadians from COVID-19; Helping Canadians through the pandemic; Building back better – a resiliency agenda for the middle class; The Canada we're fighting for.

horizontal initiative (*initiative horizontale*)

An initiative where two or more federal organizations are given funding to pursue a shared outcome, often linked to a government priority.

non-budgetary expenditures (*dépenses non budgétaires*)

Net outlays and receipts related to loans, investments and advances, which change the composition of the financial assets of the Government of Canada.

performance (*rendement*)

What an organization did with its resources to achieve its results, how well those results compare to what the organization intended to achieve, and how well lessons learned have been identified.

performance indicator (*indicateur de rendement*)

A qualitative or quantitative means of measuring an output or outcome, with the intention of gauging the performance of an organization, program, policy or initiative respecting expected results.

performance reporting (*production de rapports sur le rendement*)

The process of communicating evidence-based performance information. Performance reporting supports decision making, accountability and transparency.

plan (*plan*)

The articulation of strategic choices, which provides information on how an organization intends to achieve its priorities and associated results. Generally, a plan will explain the logic behind the strategies chosen and tend to focus on actions that lead to the expected result.

planned spending (*dépenses prévues*)

For Departmental Plans and Departmental Results Reports, planned spending refers to those amounts presented in Main Estimates.

A department is expected to be aware of the authorities that it has sought and received. The determination of planned spending is a departmental responsibility, and departments must be able to defend the expenditure and accrual numbers presented in their Departmental Plans and Departmental Results Reports.

program (*programme*)

Individual or groups of services, activities or combinations thereof that are managed together within the department and focus on a specific set of outputs, outcomes or service levels.

program inventory (*répertoire des programmes*)

Identifies all the department's programs and describes how resources are organized to contribute to the department's core responsibilities and results.

result (*résultat*)

A consequence attributed, in part, to an organization, policy, program or initiative. Results are not within the control of a single organization, policy, program or initiative; instead they are within the area of the organization's influence.

statutory expenditures (*dépenses législatives*)

Expenditures that Parliament has approved through legislation other than appropriation acts. The legislation sets out the purpose of the expenditures and the terms and conditions under which they may be made.

target (*cible*)

A measurable performance or success level that an organization, program or initiative plans to achieve within a specified time period. Targets can be either quantitative or qualitative.

voted expenditures (*dépenses votées*)

Expenditures that Parliament approves annually through an appropriation act. The vote wording becomes the governing conditions under which these expenditures may be made.

Endnotes

- i Gender, Work, and Health website, <https://www.ccohs.ca/genderhealth>
- ii *Federal Sustainable Development Act*, <https://laws-lois.justice.gc.ca/eng/acts/F-8.6/index.html>
- iii Policy on Green Procurement, <https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573>
- iv GC InfoBase, <https://www.tbs-sct.gc.ca/ems-sgd/edb-bdd/index-eng.html#start>
- v GC InfoBase, <https://www.tbs-sct.gc.ca/ems-sgd/edb-bdd/index-eng.html#start>
- vi GC InfoBase, <https://www.tbs-sct.gc.ca/ems-sgd/edb-bdd/index-eng.html#start>
- vii Public Accounts of Canada, <http://www.tpsgc-pwgsc.gc.ca/recgen/cpc-pac/index-eng.html>
- viii GC InfoBase, <https://www.tbs-sct.gc.ca/ems-sgd/edb-bdd/index-eng.html#start>
- ix CCOHS website, <https://www.ccohs.ca/ccohs/reports.html>
- x CCOHS Act, <https://laws-lois.justice.gc.ca/eng/acts/C-13/>
- xi CCOHS website, <https://www.ccohs.ca/ccohs/reports.html>
- xii CCOHS website, <https://www.ccohs.ca/ccohs/reports.html>
- xiii GC InfoBase, <https://www.tbs-sct.gc.ca/ems-sgd/edb-bdd/index-eng.html#start>
- xiv CCOHS website, <https://www.ccohs.ca/ccohs/reports.html>
- xv Report on Federal Tax Expenditures, <https://www.canada.ca/en/department-finance/services/publications/federal-tax-expenditures.html>