

# Contact Report

## Occupational Health and Safety

Occupational Health and Safety Contact Centre 1-866-415-8690 (24 hrs)

<b>Legal Name:</b> MOUNT ROYAL UNIVERSITY operating as MOUNT ROYAL UNIVERSITY	<b>Employer Representative/Title:</b> Phil Cimolai / General Manager, Taylor Centre Performing Arts
<b>Work Site Party Name Provided:</b>	<b>Phone Number:</b> (403) 440-7770
<b>Work Site Address:</b> 4825 Mount Royal Gate SW, Calgary, ALBERTA, T3E 6K6	<b>Email Address:</b> pcimolia@mtroyal.ca
<b>Site Name / Description:</b> Bella Concert Hall, Taylor Centre for the Performing Arts	<b>OHS Officer:</b> T.Iwaskiw and K.McGrath

### Contact Activities

Item	Details	Date
Meeting	<p>On 2019/08/28, Occupational Health and Safety (OHS) Officers met with the General Manager and Operations/Booking Manager with the Taylor Centre for the Performing Arts located on the Mount Royal University Campus in response to a complaint received by Alberta Occupational Health and Safety for the Bella Concert Hall located within the Taylor Centre for the Performing Arts.</p> <p>At the time of the meeting, no production was underway or in progress of being setup or dismantled in the Bella Concert Hall. The General Manager stated that Theatre Technicians setup, provide support during and dismantle productions based on the specific requirements for each individual production. The General Manager provided to OHS Officers electronic copies of the General Theatre Technician Position Description and Theatre Tech Mount Royal University Position Hazard Assessment and Control Form. In addition, an electronic copy of the Safe Stages - Best Practices, Theatre Alberta was also provided.</p> <p>The General Manager stated that production requirements will vary for each production but include daily inspections of the stage and any production equipment including but not limited to rigging, lighting, sound and production sets. Daily inspections are documented by the Theatre Technicians who identify any hazards which require controls to be taken or put in place.</p> <p>Occupational Health and Safety will not retain the electronic copies of the above noted Theatre Technician Position Description and Position Hazard Assessment and Control Form nor the Safe Stages - Best Practices.</p>	August 28, 2019

This Contact Report was delivered electronically to: Caroline Butler and Phil Cimolai on August 30, 2019

Issued by Occupational Health and Safety

The Alberta Occupational Health and Safety Act requires that orders issued be posted in a conspicuous place as soon as practicable until conditions have been met.

Section 70 and 71 of the Occupational Health and Safety Act allow for orders and some decisions to be reviewed and/or appealed. Visit [alberta.ca/labour-and-immigration.aspx](http://alberta.ca/labour-and-immigration.aspx) or call 1-866-415-8690 for more information. The initiation of a review or appeal does not suspend the order or decision unless a stay is granted. Requests for review and/or appeal must be initiated within 30 days of the initial date of service.

To obtain a copy of Alberta's Occupational Health and Safety legislation, visit: [www.qp.alberta.ca](http://www.qp.alberta.ca)

There are two mandatory courses for Health and Safety Committee Co-Chairs and Health and Safety Representatives to help them understand their roles: Part 1 pre-requisite training (2 hours) and Part 2 training (6 hours). Part 1 pre-requisite training is provided at no charge. Those who successfully complete the courses will receive a certificate for each and eight hours of credit towards their annual training requirement. This training must be taken from an approved training provider identified by Alberta Labour and Immigration. Please visit [www.alberta.ca/health-safety-committee-representative-training.aspx](http://www.alberta.ca/health-safety-committee-representative-training.aspx) for more information.

For assistance with your health and safety program, please contact one of the health and safety associations below:

These associations are funded through a levy on employer's WCB premiums:

Alberta Construction Safety Association (ACSA) [www.youracsa.ca](http://www.youracsa.ca)  
Alberta Hospitality Safety Association (AHSA) [www.ahsa.ca](http://www.ahsa.ca)  
Alberta Motor Transport Association (AMTA) [amta.ca](http://amta.ca)  
Alberta Municipal Health and Safety Association (AMHSA) [amhsa.net](http://amhsa.net)  
Continuing Care Safety Association (CCSA) [www.continuingcaresafety.ca](http://www.continuingcaresafety.ca)  
Energy Safety Canada [www.enform.ca](http://www.enform.ca)  
Manufacturers' Health and Safety Association (MHSA) [www.mhsa.ab.ca](http://www.mhsa.ab.ca)

These associations operate on a fee-for-service basis:

Alberta Association for Safety Partnerships (AASP) [www.aasp.ca](http://www.aasp.ca)  
Alberta Food Processors Association [www.afpa.com](http://www.afpa.com)  
Alberta Forest Products Association (AFPA) [www.albertaforestproducts.ca](http://www.albertaforestproducts.ca)  
Alberta Mine Safety Association [www.abminesafety.ca](http://www.abminesafety.ca)  
Alberta Safety Council (ASC) [www.safetycouncil.ab.ca](http://www.safetycouncil.ab.ca)  
Western Wood Truss Association of Alberta [www.wwta.ab.ca](http://www.wwta.ab.ca)

For more information on the Certificate of Recognition program, visit Partnerships in Injury Reduction at [alberta.ca/partnerships-injury-reduction.aspx](http://alberta.ca/partnerships-injury-reduction.aspx).