CUSA Mandatory Training Policy

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<tr>
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<tbody>
<tr>
<td>Previous Amendments: N/A</td>
<td>Date Review: January 2022</td>
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<tr>
<td>Review Committees: Joint Health &amp; Safety Committee</td>
<td>Next Review Date: January 2026</td>
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<td>Delegates: C USA Executive Director C USA Director of Human Resources</td>
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Policy
CUSA will provide ongoing training to our employees in the area of occupational health and safety to meet all legislative requirements and to maintain a safe and healthy work environment.

Safety Policy Overview
CUSA is committed to ensuring that our employees are protected from workplace injuries and illnesses whenever possible.

We want to ensure that safety training is provided to all employees to reduce the risk of injury to our employees. It is the responsibility of each and every employee to do their part in keeping themselves and their co-workers safe. Health and safety in the workplace starts with some basic safety rules and training. If an employee feels that they require training, they must make a formal request (see Training Policy) and submit it to a supervisor. The supervisor will review the request and forward a copy to human resources for approval.

CUSA has established a list of safety training programs that may be required by employees based upon their position within the company.

Human Resources will ensure that the training requirements for all employees are met and that the validity of the training is current and meets or surpasses the legislative requirements.

General Training and Prevention Courses
The following list of courses is provided for the protection of all employees, within the organization.
Committee

- Joint Health and Safety Committee Certification (workplace inspections, accident investigations, responsibilities of all CUSA employees, etc.) – one manager and one employee member from each committee.

Other

- WHMIS (Regulation 860) - must be done by all staff
- First Aid/CPR (Regulation 1101) – basic