

# Energy Safety Canada 2023 Initiatives Workplan

As part of the ongoing effort to support the Health and Safety Associations (HSAs) in planning, reporting on, and assessing activities and outcomes, WorkSafeBC has reviewed and updated the HSA initiatives Workplan Template.

In 2020, WorkSafeBC conducted a survey to gather feedback from the HSAs on the Initiatives Workplan Template. We appreciate your feedback and have reviewed and analyzed the challenges and recommendations raised. The goals of this revised HSA Initiatives Workplan Template are to:

- Address major challenges that the HSAs have identified in the current HSA Initiatives Workplan Template
- Align the HSA Initiatives Workplan Template format with other WorkSafeBC templates (e.g. COR Workplan Template) to ensure consistency
- Improve reporting on initiative outcomes

Effective from May, 2020, the revised HSA Initiatives Workplan Template will be used by the HSAs. The HSA Initiatives Workplan Template will help you:

- **Align** your initiatives and activities with your strategic objectives/goals.
- **Plan** your initiatives or endeavour by outlining the activities to be accomplished, inputs needed, budget required, timeframes to follow, and outcome anticipated.
- **Manage** implementation of your initiatives by enabling you to track implementation against expectations
- **Report** on your progress in implementing the initiatives by sharing information in the "Workplan Measurement" section, and evaluate your outcomes by identifying the
  - Data collection methods to be used
  - Time frame(s) for collecting outcome evaluation data
  - Outcomes achieved at the end of the fiscal year
  - KPI alignment

WorkSafeBC expects the HSA Initiatives Workplan will reflect the scope and cost of your initiatives and assist by assigning a dollar value against the HSA's overall budget. Workplans are not intended to include all activities or initiatives undertaken by your organization in the upcoming year. Rather, focus on your **"key initiatives" or activities** you will undertake to address and impact the primary trends within your industry. You will explain what you are going to emphasize in the coming year; in most cases, you will have two or three key initiatives and rarely will you have more than five.

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## Section A: HSA Overview

<b>HSA Name</b>	ENERGY SAFETY CANADA
<b>Year of Workplan</b>	2023

### HSA Vision

Energy Safety Canada is a respected, globally recognized authority with deep oil and gas safety expertise to improve safety performance

### HSA Mission

Energy Safety Canada works on behalf of the energy industry to drive safe work performance through:

- Performance analysis to facilitate knowledge sharing and continuous improvement
- Driving safety standardization
- Delivering effective learning systems
- Communicating, marketing and advocating on behalf of ESC and industry
- Providing support to employers and workers

## Section B: Summary of Strategic Objectives and Initiatives

Based on the information from your strategic plan, please kindly indicate (at a high level) the strategic objectives/priorities of your organization for the upcoming year, and the **key initiatives** that your HSA has planned out under each objective/priority. In most cases, you will have two or three key initiatives and rarely will you have more than five.

#	Strategic Objective/Priority	Key Initiative (note: there could be multiple initiatives under the same strategic objective)	Time Frame	KPI
1.1	Employers Encouraged and Supported to Improve Safety Performance; Data-Based Decisions to Drive Performance	Musculoskeletal Injury Awareness and Education	Q1 – Q4 2023	<p>2 workshops offered</p> <p>Attendance of 10-25 people per workshop</p> <p>80% of attendees utilize worker symptom survey within their organizations</p> <p>60% of attendees obtain data from worker symptom survey on potential MSI risk within their organizations</p> <p>50% of attendees make enhancements to their safety management system as a result of the workshops and/or results of worker symptom survey</p>
1.2	ESC Has a Positive and Recognized External Brand	<p>Develop a “Welcome to Your HSA” package for employers new in 2022 to one of the ESC funding CU’s</p> <p>Distribute package to new employers</p>	<p>Q1-Q2</p> <p>Q3</p>	<p>Package developed</p> <p>Package distributed to 80% of the employers who</p>

				joined one of our funding CU's in 2022
2.1	Employer Companies Encouraged and Supported to Improve Safety Performance  Workers Ready to Work Safely	Explore opportunities to bring additional CU('s) into ESC funding umbrella	Q1 – Q4	Possible CU's identified  CU('s) selected for further examination  Initial inquiries made with new sector(s) re: joining ESC  Brochure developed outlining benefits of membership with HSA  Decision made to go/no go for 2024 workplan/budget
2.2	Employer Companies Encouraged and Supported to Improve Safety Performance  Workers Ready to Work Safely	Offer four blended-delivery workshops on topical health and safety issues, facilitated by subject matter expert.	Q1 – Q4	Four workshops offered and delivered  10-25 attendees per workshop  80% of post-workshop survey results indicate good/excellent reviews
3.1	Workers Ready to Work Safely  Employer Companies Encouraged and Supported to Improve Safety Performance	Noise Induced Hearing Loss Awareness Campaign	Q1 – Q4	1 workshop delivered  1 bulletin developed and distributed  Focus on this topic at 2+ outreach events

3.2	Employer Companies Encouraged and Supported to Improve Safety Performance	Employer Support Program	Q1- Q4	27 employers consulted  Companies receive new information/resources/support during consultation and utilize it internally
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## Section C: Workplan Template – Initiative 1.1

Based on the initiatives you have identified in the [Section B](#), indicate the key activities you will undertake **under each initiative** (focus on activities that will incur high budget/cost). **Please complete one workplan for each initiative.**

<b>Initiative</b>	<i>Ergonomics Awareness and Education Campaign</i>
<b>Initiative Goal/ Expectation</b>	<i>Building on 2022 activities, the goal is to continue to bring awareness of the significance of MSI-related injuries and claims to employers in the energy industry. By sharing statistics, typical causal factors in industrial settings, and resources, the ultimate goal is to encourage employers to spend time in assessing the risk and applying controls to reduce MSI-related injuries and claims.</i>

Please fill out below **columns highlighted in blue** when you complete the workplan. The **orange column** needs to be completed at the end of the fiscal year when all activities are completed.

Part 1: Workplan Details						
List the key activities you will undertake in this initiative.						
Activity Description	Activity Category <i>(Note: this should align with info from your budget template)</i>	Inputs	Budget	Time Frame/ Completion Date	Anticipated Output	Actual Output
<b>Deliver a two-part workshop facilitated by a certified Kinesiologist, spaced a month apart to allow for additional activities to be conducted individually by the attendees in between. Workshops will include injury data, general causes of MSI's, industry-specific photos</b>	<b>Training</b> Other type:	<b>External facilitator, marketing, ESC staff, classroom, catering, handouts</b>	<b>\$7,500</b>	<b>Q1-Q2</b>	<b>2 workshops completed with 10 – 25 attendees each</b>	

<b>and scenarios, use of WorkSafeBC resources.</b>						
<b>Create a worker symptom survey for attendees to distribute within their organizations after the first workshop; results to be compiled by ESC staff and shared with employers just prior to the second workshop.</b>	<b>Research</b> Other type:	<b>Survey Monkey survey; ESC staff; external facilitator</b>	<b>Included in above</b>	<b>Q1-Q2</b>	<b>80% of attendees distribute the survey within their organizations; 60% of those employers obtain useable data from the survey results on potential MSI risk within their organization;</b>  <b>50% of overall attendees make enhancements to their safety management systems as a result of the workshops and/or results of worker symptom survey</b>	

You must report outcomes using the same workplan template (outlined below) and submit to WorkSafeBC with the annual report, according to the timeline specified in the funding contract. Please fill out below **columns highlighted in blue** when you complete the workplan. The **orange column** needs to be completed at the end of the fiscal year when all activities are completed.

## Part 2: Workplan Measurement

Based on all the activities you have completed, please evaluate what outcomes have been achieved, how data was collected (e.g. surveys, interviews, etc.), and whether the outcomes align with your KPIs for the initiative. If the outcome indicator is long term, please provide evidence on what milestones have been achieved at the end of this fiscal year.

<b>Outcome Indicator</b>	<b>Outcome Type</b>	<b>Time Frame</b>	<b>Please specify date</b>	<b>Data Collection</b>	<b>Evaluate Outcomes Achieved</b>
Attendees have better awareness of the risk posed by MSI hazards in	<b>Knowledge-Based Outcomes</b> Other outcome type:	<b>Short Term &lt;1 year</b>	Q1-Q2	Post-workshop surveys	<ul style="list-style-type: none"> <li>For medium/long term outcomes, evaluate milestones achieved at the end of <u>this</u> fiscal year.</li> </ul>



typical energy industry activities, and the impact of these activities on their workers.					
Employers have distributed the worker symptom survey to employees – showing that they want to take steps towards assessing the potential risk level within their own organization	<b>Behaviour-Based Outcomes</b> Other outcome type:	<b>Short Term &lt;1 year</b>	Q2	SurveyMonkey created and collated by ESC staff – captures # of responses per employer	
Employers have obtained company-specific report which provides them with data that can identify the potential level of current MSI risk within their organization	<b>Knowledge-Based Outcomes</b> Other outcome type:	<b>Short Term &lt;1 year</b>	Q2	Company-specific report which collates the responses from individual workers.	
Employers use knowledge gained from data report to take additional steps to address MSI risks within their organization	<b>Behaviour Based Outcomes</b>	<b>Medium Term 1 – 3 years</b>		Follow up emails/phone calls/SurveyMonkey	

## ▶ Section C:

Below are blank templates pre-copied for you. Please click on the "expanding sign" on the left of the heading ▶ to expand the template and fill out one for each initiative indicated in [Section B](#). Please update initiative numbers accordingly.

## Section C: Workplan Template – Initiative 1.2

Based on the initiatives you have identified in the [Section B](#), indicate the key activities you will undertake **under each initiative** (focus on activities that will incur high budget/cost). **Please complete one workplan for each initiative.**

<b>Initiative</b>	Outreach to employers who joined one of the five funding classification units of Energy Safety Canada (ESC) BC in 2022.
<b>Initiative Goal/ Expectation</b>	Increase awareness of the BC office, and of ESC resources as a whole, to establish/strengthen working relationships between employers and ESC.

Please fill out below **columns highlighted in blue** when you complete the workplan. The **orange column** needs to be completed at the end of the fiscal year when all activities are completed.

Part 1: Workplan Details						
List the key activities you will undertake in this initiative.						
Activity Description	Activity Category <i>(Note: this should align with info from your budget template)</i>	Inputs	Budget	Time Frame/ Completion Date	Anticipated Output	Actual Output
<b>Develop a "Welcome to Your HSA" package outlining ESC's services and support, and benefits of HSA membership, to members new to the funding CU's in 2022</b>	<b>Marketing/Out reach</b> Other type:	<b>ESC BC Staff; Communications Staff; External Printers</b>	<b>\$9000</b>	<b>Q2</b>	<b>A package of resources that could include brochures, industry alerts, freebies, business cards for ESC BC staff.</b>	
<b>Distribute Welcome to Your HSA package, via Canada Post</b>	<b>Marketing/Out reach</b> Other type:	<b>ESC BC Staff; WorkSafeBC list of</b>	<b>Included in above</b>	<b>Q3</b>	<b>Packages sent to 80%+ of new employers</b>	

		<b>active employers in ESC funding CU's; postage</b>			<b>Employers in energy CU's made aware of our location, support, and resources available to them.</b>	
<b>Welcome to Your HSA message sent to employer contacts, via email, to advise them of paper package being sent.</b>	<b>Marketing/Out reach</b> Other type:	<b>Email addresses from WSBC list of active employers</b>	<b>Included in above</b>	<b>Q3</b>	<b>Email sent to 80%+ of new employers.</b>  <b>Some employers may respond to the email and initiate questions.</b>	

You must report outcomes using the same workplan template (outlined below) and submit to WorkSafeBC with the annual report, according to the timeline specified in the funding contract. Please fill out below **columns highlighted in blue** when you complete the workplan. The **orange column** needs to be completed at the end of the fiscal year when all activities are completed.

<b>Part 2: Workplan Measurement</b>					
Based on all the activities you have completed, please evaluate what outcomes have been achieved, how data was collected (e.g. surveys, interviews, etc.), and whether the outcomes align with your KPIs for the initiative. If the outcome indicator is long term, please provide evidence on what milestones have been achieved at the end of this fiscal year.					
<b>Outcome Indicator</b>	<b>Outcome Type</b>	<b>Time Frame</b>	<b>Please specify date</b>	<b>Data Collection</b>	<b>Evaluate Outcomes Achieved</b> • For medium/long term outcomes, evaluate milestones achieved at the end of <u>this</u> fiscal year
<b>Welcome to Your HSA Package developed</b>	<b>Other, please specify</b> Other outcome type: <b>New marketing materials</b>	<b>Long term</b> <b>&gt;3 years</b>	Q2 for 2022	HSA Package developed and approved by Corporate	
<b>Welcome to Your HSA Package distributed</b>	<b>Knowledge-Based Outcomes</b> Other outcome type:	<b>Short Term</b> <b>&lt;1 year</b>	Q3	Mailing list to record which employers were mailed a package (from list of all new in 2022 employers)	

<b>Emails to employers sent</b>	<b>Behaviour-Based Outcomes</b> Other outcome type:	<b>Short Term &lt;1 year</b>	Q3	Sent emails file.	
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## Section C: Workplan Template – Initiative 2.1

Based on the initiatives you have identified in the [Section B](#), indicate the key activities you will undertake **under each initiative** (focus on activities that will incur high budget/cost). **Please complete one workplan for each initiative.**

<b>Initiative</b>	Explore opportunities to bring additional industry Classification Units (CU's) into ESC funding umbrella
<b>Initiative Goal/ Expectation</b>	Broaden the reach of ESC to other naturally aligned sectors. Broaden employer base to reduce overall levy to individual employers.

Please fill out below **columns highlighted in blue** when you complete the workplan. The **orange column** needs to be completed at the end of the fiscal year when all activities are completed.

<b>Part 1: Workplan Details</b> List the key activities you will undertake in this initiative.						
<b>Activity Description</b>	<b>Activity Category</b> <i>(Note: this should align with info from your budget template)</i>	<b>Inputs</b>	<b>Budget</b>	<b>Time Frame/ Completion Date</b>	<b>Anticipated Output</b>	<b>Actual Output</b>
<b>Identify possible CU's/sectors for possible inclusion with ESC funding codes</b>	<b>Research</b> Other type:	<b>WSBC Liaison, WSBC website, ESC staff</b>	<b>\$6,000</b>	<b>Q1</b>	<b>2 – 4 potential sectors identified</b>	

<b>Approach selected CU('s) to initiate discussions that gauge interest in joining ESC as their HSA</b>	<b>Marketing/Out reach</b> Other type:	<b>WSBC employer lists for prospective sectors; ESC staff time</b>	<b>Included in above</b>	<b>Q2</b>	<b>Sufficient feedback from prospective CU's obtained to gauge potential success of moving forward</b>	
<b>Make a go/no go decision to pursue selected CU('s) and incorporate next steps into 2024 workplan and budget</b>	<b>Other, please specify</b> Other type: Expansion exploration	<b>Feedback from prospective CU's; briefing note</b>	<b>Included in above</b>	<b>Q3</b>	<b>Identified CU's included in 2024 workplan/budget OR expansion exploration initiative terminated</b>	

You must report outcomes using the same workplan template (outlined below) and submit to WorkSafeBC with the annual report, according to the timeline specified in the funding contract. Please fill out below **columns highlighted in blue** when you complete the workplan. The **orange column** needs to be completed at the end of the fiscal year when all activities are completed.

<b>Part 2: Workplan Measurement</b>					
Based on all the activities you have completed, please evaluate what outcomes have been achieved, how data was collected (e.g. surveys, interviews, etc.), and whether the outcomes align with your KPIs for the initiative. If the outcome indicator is long term, please provide evidence on what milestones have been achieved at the end of this fiscal year.					
<b>Outcome Indicator</b>	<b>Outcome Type</b>	<b>Time Frame</b>	<b>Please specify date</b>	<b>Data Collection</b>	<b>Evaluate Outcomes Achieved</b>
<b>Sufficient interest from prospective CU's expressed to help guide next steps</b>	<b>Behaviour-Based Outcomes</b> Other outcome type:	<b>Medium Term 1~3 years</b>		Notes of meetings/conversations had with potential stakeholders	<ul style="list-style-type: none"> <li>For medium/long term outcomes, evaluate milestones achieved at the end of <u>this</u> fiscal year</li> </ul>
<b>Decision made to go/no go expansion with new industry sectors/CU's.</b>	<b>Behaviour-Based Outcomes</b> Other outcome type:	<b>Short Term &lt;1 year</b>		Decision document on go/no go decision to pursue new CU's/sectors.	

## Section C: Workplan Template – Initiative 2.2

Based on the initiatives you have identified in the [Section B](#), indicate the key activities you will undertake **under each initiative** (focus on activities that will incur high budget/cost). **Please complete one workplan for each initiative.**

<b>Initiative</b>	Offer Safety Practitioner Meetings with subject matter experts presenting on various topics.
<b>Initiative Goal/ Expectation</b>	Make professional development opportunities for safety practitioners in the energy industry accessible, by providing timely, relevant workshops that allow for knowledge gain and networking opportunities. Supporting industry by providing key information that could help employers reduce injuries.

Please fill out below **columns highlighted in blue** when you complete the workplan. The **orange column** needs to be completed at the end of the fiscal year when all activities are completed.

Part 1: Workplan Details						
List the key activities you will undertake in this initiative.						
Activity Description	Activity Category <i>(Note: this should align with info from your budget template)</i>	Inputs	Budget	Time Frame/ Completion Date	Anticipated Output	Actual Output
<b>Safety Practitioner Meetings offered via in-person and virtual format. Subject matter experts speaking on relevant and timely topics to support continued learning by those in a health and safety role. No charge to participants.</b>	<b>Conference/ Convention/ Meeting</b> Other type:	External or internal subject matter experts; marketing; catering; ESC BC staff;	<b>\$12,500</b>	<b>Q1 – Q4</b>	<b>4 Completed Workshops – approx. 1 per quarter</b>	

You must report outcomes using the same workplan template (outlined below) and submit to WorkSafeBC with the annual report, according to the timeline specified in the funding contract. Please fill out below **columns highlighted in blue** when you complete the workplan. The **orange column** needs to be completed at the end of the fiscal year when all activities are completed.

### Part 2: Workplan Measurement

Based on all the activities you have completed, please evaluate what outcomes have been achieved, how data was collected (e.g. surveys, interviews, etc.), and whether the outcomes align with your KPIs for the initiative. If the outcome indicator is long term, please provide evidence on what milestones have been achieved at the end of this fiscal year.

Outcome Indicator	Outcome Type	Time Frame	Please specify date	Data Collection	Evaluate Outcomes Achieved
<b>Good attendance at each event indicating stakeholder interest in the subject and a desire to improve knowledge base. Goal of 15 – 25 attendees per session.</b>	<b>Behaviour-Based Outcomes</b> Other outcome type:	<b>Short Term &lt;1 year</b>		Registration and attendance records	<ul style="list-style-type: none"> <li>For medium/long term outcomes, evaluate milestones achieved at the end of <u>this</u> fiscal year</li> </ul>
<b>Health and safety practitioners have obtained information that is useful to them and applicable in their workplace.</b>	<b>Knowledge-Based Outcomes</b> Other outcome type:	<b>Short Term &lt;1 year</b>		Post-meeting evaluation forms	
<b>Attendees network with their peers and ESC BC staff. Supportive relationships established/maintained.</b>	<b>Behaviour-Based Outcomes</b> Other outcome type:	<b>Long term &gt;3 years</b>		Anecdotal feedback and observations. Increased attendance at future meetings. Increased communication amongst stakeholders.	

## Section C: Workplan Template – Initiative 3.1

Based on the initiatives you have identified in the [Section B](#), indicate the key activities you will undertake **under each initiative** (focus on activities that will incur high budget/cost). **Please complete one workplan for each initiative.**

<b>Initiative</b>	Noise Induced Hearing Loss Awareness Campaign
<b>Initiative Goal/ Expectation</b>	Raise awareness in the energy industry and provide support and resources to stakeholders.

Please fill out below **columns highlighted in blue** when you complete the workplan. The **orange column** needs to be completed at the end of the fiscal year when all activities are completed.

<b>Part 1: Workplan Details</b> List the key activities you will undertake in this initiative.						
<b>Activity Description</b>	<b>Activity Category</b> <i>(Note: this should align with info from your budget template)</i>	<b>Inputs</b>	<b>Budget</b>	<b>Time Frame/ Completion Date</b>	<b>Anticipated Output</b>	<b>Actual Output</b>
<b>Continue to emphasize the proper use of hearing protection at outreach events at educational institutions.</b>	<b>Marketing/Out reach</b> Other type:	Foam earplugs; support of educational institution; ESCBC staff; NIOSH app	\$7,000	Q1 – Q4	Presentation delivered to 100+ students	
<b>Workshop providing info on industry NIHL stats, issues, legislation requirements.</b>	<b>Training</b> Other type:	WSBC speaker; marketing; catering; handouts; injury data; NIOSH app	Included in above	Q1-Q2	Presentation, information, resources, catered lunch provided to stakeholders.	



<b>Emphasize NIHL at industry events with interactive displays.</b>	<b>Conference/ Convention/ Meeting</b> Other type:	<b>ESC BC staff; fees for events; travel time and expenses; hearing protection examples/s amples/giv eaways; information</b>	<b>Included in above</b>	<b>Q1 – Q4</b>	<b>Participation in 2+ events</b>	
<b>Develop a bulletin to highlight NIHL specifically in the energy industry.</b>	<b>Marketing/Out reach</b> Other type:	<b>Communica tions staff; ESC BC staff; email distribution software; injury data; links to resources</b>	<b>Included in above</b>	<b>Q2</b>	<b>1 bulletin distributed via Campaigner to BC News and Events email list</b>	

You must report outcomes using the same workplan template (outlined below) and submit to WorkSafeBC with the annual report, according to the timeline specified in the funding contract. Please fill out below **columns highlighted in blue** when you complete the workplan. The **orange column** needs to be completed at the end of the fiscal year when all activities are completed.

### Part 2: Workplan Measurement

Based on all the activities you have completed, please evaluate what outcomes have been achieved, how data was collected (e.g. surveys, interviews, etc.), and whether the outcomes align with your KPIs for the initiative. If the outcome indicator is long term, please provide evidence on what milestones have been achieved at the end of this fiscal year.

<b>Outcome Indicator</b>	<b>Outcome Type</b>	<b>Time Frame</b>	<b>Please specify date</b>	<b>Data Collection</b>	<b>Evaluate Outcomes Achieved</b>
<b>Proper use of hearing protection to prevent hearing loss</b>	<b>Behaviour-Based Outcomes</b> Other outcome type:	<b>Short Term &lt;1 year</b>		By giving demos at outreach events and asking people to replicate, we can immediately see if we've taught people how to properly wear hearing protection; tally of # of attendees at each event	<ul style="list-style-type: none"> <li>For medium/long term outcomes, evaluate milestones achieved at the end of <u>this</u> fiscal year.</li> </ul>

<b>Lower NIHL claims in energy industry</b>	<b>Behaviour-Based Outcomes</b> Other outcome type:	<b>Long term &gt;3 years</b>		WSBC hearing claim injury data shows reduction	
<b>Strong attendance at NIHL workshop</b>	<b>Behaviour-Based Outcomes</b> Other outcome type:	<b>Short Term &lt;1 year</b>		Registration/attendance lists. 15-25 target.	
<b>Information provided in workshop is effective, and utilized by attendees.</b>	<b>Knowledge Based</b>	<b>Short Term</b>		Post-workshop evaluation form	

## Section C: Workplan Template – Initiative 3.2

Based on the initiatives you have identified in the [Section B](#), indicate the key activities you will undertake **under each initiative** (focus on activities that will incur high budget/cost). **Please complete one workplan for each initiative.**

<b>Initiative</b>	Employer Support Program
<b>Initiative Goal/ Expectation</b>	Provide information, support, services to targeted employers who are in need of support to improve safety outcomes.

Please fill out below **columns highlighted in blue** when you complete the workplan. The **orange column** needs to be completed at the end of the fiscal year when all activities are completed.

### Part 1: Workplan Details

List the key activities you will undertake in this initiative.

Activity Description	Activity Category <i>(Note: this should align with info from your budget template)</i>	Inputs	Budget	Time Frame/ Completion Date	Anticipated Output	Actual Output
<b>Utilize BC injury data to identify employers who are in need of support</b>	<b>Research</b> Other type:	<b>Injury data from WorkSafeBC ; ESC data analytics staff</b>	<b>Base budget</b>	<b>Q1</b>	<b>27 consultations completed</b>	
<b>Conduct meetings with 27 employers to offer personalized support</b>	<b>Consultation Services</b> Other type:	<b>Employer-specific reports generated by ESC staff; travel; BC staff; technology</b>	<b>As above</b>	<b>Q2 – Q4</b>	<b>27 completed and documented visits with employers</b>  <b>Increased awareness of ESC products and services</b>  <b>Enhanced business relationships with stakeholders</b>	

You must report outcomes using the same workplan template (outlined below) and submit to WorkSafeBC with the annual report, according to the timeline specified in the funding contract. Please fill out below **columns highlighted in blue** when you complete the workplan. The **orange column** needs to be completed at the end of the fiscal year when all activities are completed.

### Part 2: Workplan Measurement

Based on all the activities you have completed, please evaluate what outcomes have been achieved, how data was collected (e.g. surveys, interviews, etc.), and whether the outcomes align with your KPIs for the initiative. If the outcome indicator is long term, please provide evidence on what milestones have been achieved at the end of this fiscal year.

Outcome Indicator	Outcome Type	Time Frame	Please specify date	Data Collection	Evaluate Outcomes Achieved <ul style="list-style-type: none"> <li>For medium/long term outcomes, evaluate milestones achieved at the end of <u>this fiscal year</u></li> </ul>
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<b>27 employers consulted with</b>	<b>Other, please specify</b> Other outcome type: <b>Target for completion</b>	<b>Short Term &lt;1 year</b>	Q4	Documented notes of each visit stored on ESC Sharepoint	
<b>In 2026, 50% of consulted employers have lower injury statistics compared to 2023.</b>	<b>Behaviour-Based Outcomes</b> Other outcome type:	<b>Medium Term 1~3 years</b>	2023-2026	Internally generated report comparing 2023 versus 2026 injury data of employers met with in 2023.	
<b>A 1% increase in number of individuals on the BC email distribution list</b>	<b>Behaviour-Based Outcomes</b> Other outcome type:	<b>Short Term &lt;1 year</b>	Q1 2024	Comparison of numbers of registered recipients for BC health and safety and training bulletins	
<b>Companies receive new information / resources/support and utilize it within their organization</b>	<b>Knowledge Based</b>	<b>Short Term</b>	Q4 2023 – Q4 2024	Notes from consultation and/or follow up in future years; internal review of companies verifying value of meeting from employer's perspective	

## WorkSafeBC Management Comments

### Board Chair Approval

Steve Reynish

Name

*Steve Reynish*

Signature

10/5/2022 | 9:21:13 AM MDT

Date