

DUNK & ASSOCIATES / SYSTEMS 24-7 NEWS 24-7

25th Anniversary Contest

Fire Safety: Why Every Vehicle
Should Carry a Fire Extinguisher

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Validation Bumps and
Struggles

Technology Updates:
Report It!

2026 Webinar Schedule
Now Posted

Safety Champion
Contest



Feature Article: Ladder Safety

Last Call to Register!
Supervisor Skills: Managing a Multigenerational Workforce



TECHNOLOGY
UPDATES



SAFETY
UPDATES



FIRE
SAFETY



LEGISLATION
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EXCELLENCE
UPDATES



WELLNESS
UPDATES

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Last Call!



TRADITIONALISTS



BABY BOOMERS



GENERATION X



MILLENNIALS



GENERATION Z

SUPERVISOR SKILLS

Managing a Multigenerational Workforce

Today's workplaces often see up to 5 different generations of workers, working side-by-side. The goal of this session is to provide strategies for managers and supervisors that respect and leverage the different values, preferences, and work styles of these demographics. Employers need to understand how to navigate this diversity in the workforce to develop a positive, collaborative, and productive work environment.

Join us for our next Supervisor Skills Webinar: Managing a Multigenerational Workforce:

November 13th, 2025

1:00 pm – 3:00 pm EST

90-minute webinar + 30-minute Q&A

[Click for Registration Form](#)



Ticket Price

- Regular Price: \$40/person
- Private Professional Service Clients Only: \$35/person

Applicable taxes will apply



Who should attend?

- Owners
- Managers and Supervisors
- Anyone wishing to further their professional development



Attendee's Takeaways:

- Understanding the values, preferences, and work styles of different generations in the workplace
- Approaches to align diverse generational strengths with shared goals
- The inclusive approach to communication
- Techniques to prevent and resolve generational misunderstandings and/or conflict in the workplace
- Participation certificate
- Access to the webinar recording

Sign up today by visiting systems24-7.com/webinars

Celebrate 25 Years of Systems 24-7 with Us!

Find the Hidden Anniversary Logo and WIN!



To celebrate our 25th anniversary, we're hiding a special anniversary logo somewhere in Systems 24-7, and **YOU** could win a **\$25 Home Hardware gift card**! Here's how it works:

1

Find the Anniversary Logo:

Our 25th-anniversary logo will be hidden somewhere in Systems 24-7 starting January 1, 2025. Be the first to spot it!



2

Claim Your Prize:

Send an email to anniversary@systems24-7.com to let us know you've found it with a screenshot of where it was located. The first person to find it wins! However, you must have **100% of your mandatory training completed** to claim the \$25 Home Hardware Gift Certificate. Make sure you get your training done!



3

Keep Looking:

Once the logo is found, we'll move it to a new spot every week. The contest continues all year long, so keep checking and stay sharp!



*Start hunting for the logo on January 1, 2025, and you might just be our next winner!
Ready to celebrate 25 years of Systems 24-7 with us? Let the adventure begin!*



SAFETY CHAMPION

2025



NOMINEES



DO YOU HAVE A SAFETY CHAMPION IN YOUR WORKPLACE?

Nominate them today for a chance to win 1 of 3 prizes!
Send your nominees to communications@systems24-7.com

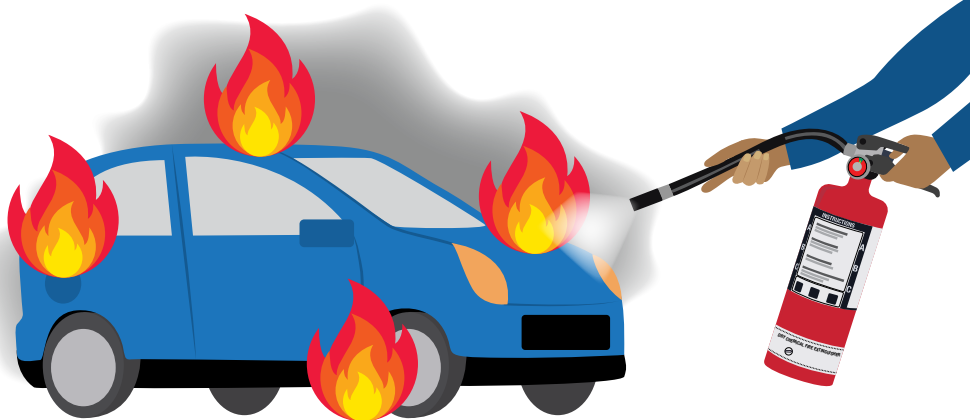
[Click here for rules and regulations](#)

FIRE SAFETY

DID YOU KNOW?

Why Every Vehicle Should Carry a Fire Extinguisher

Most drivers wouldn't dream of hitting the road without a seatbelt, a spare tire, or windshield washer fluid. But there's one critical safety item that's often missing from personal vehicles — a fire extinguisher. While not required by law for private cars, carrying a compact 2.5 lb fire extinguisher is a simple, affordable step that can make a life-saving difference in an emergency.



Vehicle fires are more common than many people realize. They can be caused by electrical faults, fuel leaks, engine overheating, or even something as simple as a dropped cigarette. In the event of a fire, seconds matter. A small blaze under the hood or near the fuel tank can escalate rapidly, putting lives at risk and potentially destroying the vehicle. Having a fire extinguisher within reach gives you the chance to act quickly — to stop a fire before it spreads, protect your passengers, and prevent a total loss.

A 2.5 lb ABC-rated extinguisher is ideal for a personal vehicle. It's small enough to store under a seat or in the trunk, yet powerful enough to handle the most common types of fires: flammable liquids like gasoline, electrical fires, and ordinary combustibles. It's easy to use, even for someone with no firefighting experience, and it provides peace of mind knowing you're prepared for the unexpected.

Beyond protecting your own vehicle, carrying a fire extinguisher means you might be able to help someone else in need — a fellow driver on the roadside, a neighbor, or even a stranger. It's a small act of preparedness that reflects a big sense of responsibility. It also helps reduce environmental damage from burning plastics, leaking fluids, and potential wildfires, especially in rural or forested areas.

A fire extinguisher is one of those things you hope you never need — but will be incredibly grateful to have if you do. For just a small investment, you can add a powerful layer of protection to your vehicle, your passengers, and your peace of mind. It's not just about following the law — it's about going above and beyond for safety.

TECHNOLOGY UPDATES

PRODUCT SPOTLIGHT

Report It

Report It is an online form builder with extreme flexibility. It's easy to use, share, and track and it lives right on your Systems 24-7 platform. The best part, all the data that is collected can be reported on to track performance indicators and trends. No more gathering paperwork!

Report It gives your company the ability to create online forms and reports to track any information. Think workplace inspections, accident/incident reports, requests for accommodation, disciplinary actions, exit interview feedback, equipment sign-out requests, changes to employee information, and more! Build your own forms or use any of our pre-developed templates/samples (such as inspection forms and checklists), which you can use and customize. You can even add your own processes, where specific questions or pages are assigned to different members within your organization.

Optimize your services by adding digital boards to your Systems 24-7. Have your workplace inspections completed through Report It and automatically posted to your digital health and safety board, saving you time and making sure your board is always up-to-date.

Want to learn more? Email support@systems24-7.com.

The image shows a screenshot of the 'Report It' software interface. On the left is a sidebar titled 'REPORT TOOLS' containing a vertical list of tool icons. The main area is titled 'SAMPLE INSPECTION FORM'. At the top of the form is a header bar with orange and blue segments. Below this is a form body with several rows of input fields, including text boxes, checkboxes, and a dropdown menu. To the right of the form body are three columns of status indicators, each with a black, green, and red dot. The interface is clean and modern, with a white background and blue accents.

Compliance Packages Posted

For those clients using our Safety Professional Services, your compliance packages are posted. Log on to **Systems 24-7** and select the Compliance Package feature to view your instructions.

All assignments must be completed to keep your program in compliance.

SAFETY UPDATES

FEATURED ARTICLE

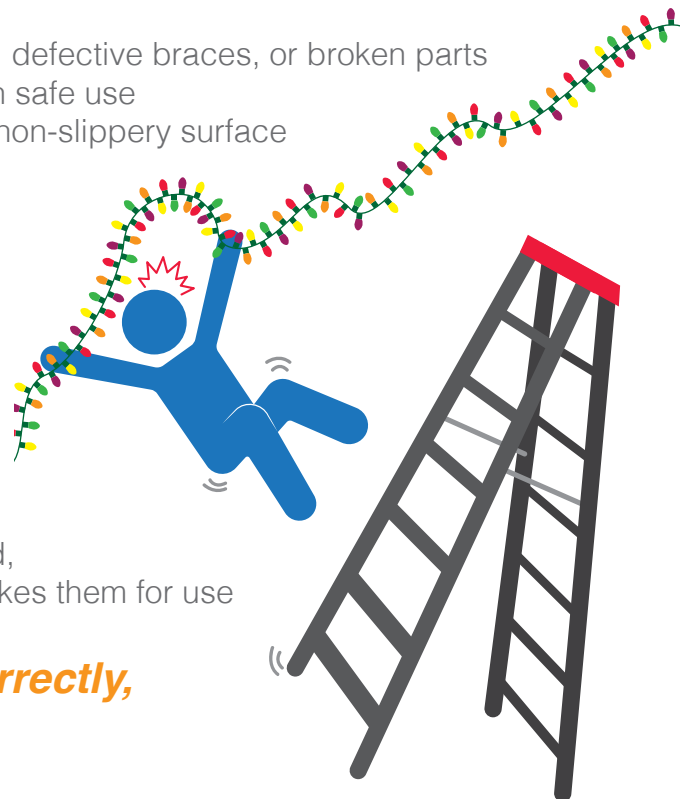
Ladder Safety

Over the past few months, we have observed an increase in workplace compensation claims related to falls from ladders. These falls range from a fall from a few inches to a fall from a few feet. As we approach the holiday season, we may be using ladders more often as we put up decorations, lights, and prepare for the winter season by cleaning gutters and inspecting buildings. We know that working on ladders is hazardous, but what can be done to prevent these incidents from occurring?

Like many slip and fall incidents, the best way to control the hazard of falling is prevention. Follow these steps as you complete those change-of-season tasks:

- Inspect the ladder or step stool for any cracked rungs, defective braces, or broken parts
- Ensure employees using ladders have been trained on safe use
- Ensure the ladder is placed on level ground and on a non-slippery surface
- Face the ladder when climbing up and down
- Centre your body between the side rails
- Maintain a firm grip on the ladder
- Keep both feet on the ladder
- Do not overreach. Move the ladder as needed
- Be aware of the load rating for each ladder. Do not exceed the load and factor in any materials carried up or down the ladder when in use
- Do not place the ladder on other objects, such as boxes, door jams, or pallets
- Remove ladders from the workplace that are damaged, and make sure they are properly labelled so no one takes them for use

If you see employees using ladders incorrectly, ensure you say something!

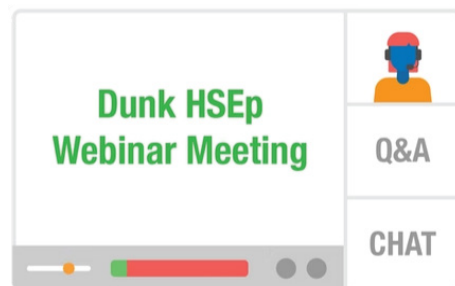


EXCELLENCE UPDATES

REMINDER

All Guidance & Instruction Webinars are Mandatory in 2025

Just a friendly reminder that all Guidance & Instruction webinars are mandatory for all of our HSEp Members. Attendance is taken for each webinar, if you're not attending, you can view recordings on the Dashboard of the Dunk Portal. The link to register for this and future webinars is on your portal dashboard.



Attending these webinars will provide you with updates to the program and legislation in Ontario. If not attended, you could possibly receive an incomplete in the program as you did not follow the program requirements. This would also result in more work as your evidence submissions will be sent back by Dunk for you to redo until the program requirements are met.

Below is a link to all upcoming webinars. **ATTENDANCE IS A MUST FOR YOU TO BE SUCCESSFUL IN THIS PROGRAM.**

Don't forget to send us an email to let us know you watched the recording to excellence@systems24-7.com so we can add your attendance to the list.

2025 HSEp WEBINARS

Health and Safety Excellence program Orientation

December 2, 2025 | 9:00 am - 12:00 pm EST

Stay tuned for the 2026 HSEp Webinar Schedule

Click here to Register

LAST RECORDED WEBINAR

Health and Safety Excellence program Guidance and Instruction

October 14, 2025 | 9:00 am - 12:00 pm EDT

Health and Safety
Excellence program
Approved provider



2025

FEATURED ARTICLE

Validation Bumps and Struggles

As the year comes to a close and we sit back and wonder where it has gone, it's time to get those Evidence Boards ready to submit for validation. For those who are at that stage in their HSEp journey, you're probably thinking, "how can I get through the validation as smoothly as possible?" Well never fear, Dunk is here to support you in this process! We wanted to share some learnings as members submit their evidence for WSIB validation.

The purpose of topic validation is to prove that you have completed the 4 steps of implementation and you met all of the requirements of the topic found in the HSEP - Health and Safety Topics Guide. Before submission to WSIB, you would have sent your completed Steps 1-4 Evidence boards to Dunk & Associates for review to determine if we believe your submissions demonstrate the program is living and breathing and effectively "fully implemented" in your workplace. There is a reliance on you, the member, to understand the requirements and meet them in your submission. Don't fret, if you require assistance, we are here to help.

As the HSEp is always improving and as we grow and learn from each submission, we strive to make your journey more efficient. During the validation process, it is the WSIB Validator's goal to make this as seamless as possible and make the end of your journey a positive experience. In order to do this, there are some things they will always look for, no matter the topic. They are:

- **Dates:** They must be sequential in order and show that you have implemented the mandatory 60-day "full Implementation" period in your topic implementation. Don't worry if some of your dates are out of order. As long as they are explained in your submission and make sense, the validator will accept them.
- **Training retention:** The WSIB likes to see that your program is sustainable. By demonstrating training has been retained after your 60-day "full Implementation" period. This can be done by randomly interviewing the applicable parties of the topic and asking them a few questions from the training. Remember to document this so you can show proof. Audio or written documentation is accepted as long as long as it shows training was retained.
- **Multiple locations with one account number:** If you have multiple locations within one account number, you can provide a sample of evidence to show your locations have all met the topic requirements and have implemented them in the workplace. How many locations do you need to submit evidence for? Depending on how many locations you have, the general rule is one third. Speak to Dunk before submitting your evidence boards to us for review, and we will assist you with this.
- **Updated Contact Information in the WSIB Digital Portal:** This is a big one; if the validator has a question regarding your submission, they will reach out and call you to clarify. If they can't get a hold of you because your contact information is wrong, it will result in an Additional Evidence Request (AER), and there will be more work for you to do in the program, and you only have one shot to get it right within a limited time frame. Make sure to take the call or if you are busy call them back ASAP!

Above are just a few tips to ensure that your validation goes smoothly. Remember, you are not in this alone, and we at Dunk & Associates, are here to advocate that your hard work and evidence earned a rebate.

UPCOMING WEBINARS

Registration is **FREE** for all our monthly webinars.
Seats are limited, register today!



Knowing What to Do When OHS Shows Up November 12, 2025 | 1:00 - 2:00 pm EST

An Inspector knocks on your workplace's door. Are you ready? The first rule is not to panic, but are there other rules? What are the best practices? What information must I provide? When is too much information too much? Join us to learn what to do, how to handle a Ministry inspector, and how to respond to orders. Cut the panic step out and be ready for the Inspector!

REGISTER

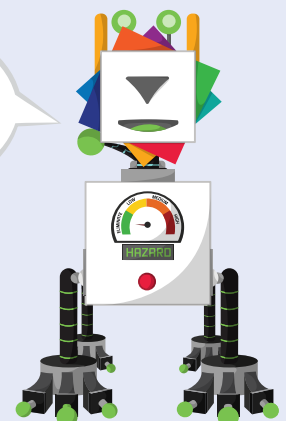
ANNOUNCEMENT

2026 Webinar Schedule Now Posted

We are excited to announce that our 2026 Webinar Schedule has officially been released! Our upcoming sessions are designed to provide practical, hands-on insights into health & safety, HR, and compliance topics that matter most to your workplace.

Be sure to check out the full schedule below and register for your sessions! Seats are limited, so don't miss out on these valuable sessions!

**Make sure to register
to save your spot!
It's FREE!**

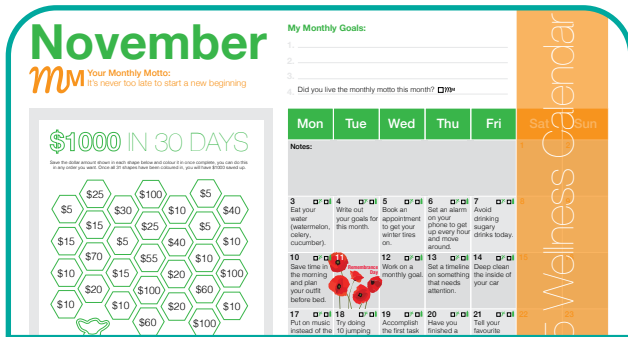


CLICK HERE FOR THE 2026 WEBINAR SCHEDULE

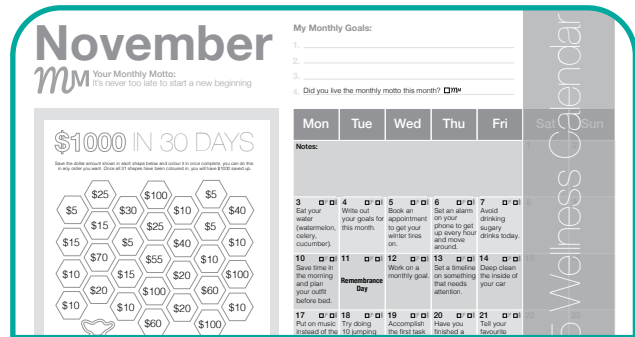
WELLNESS UPDATES

2025 WELLNESS CALENDAR

Building wellness into your daily activities can take some time. Learning new habits takes work! Each year Dunk & Associates publishes a wellness calendar full of activities, daily tips, and monthly mottos. Each month is different from the next and includes fun challenges to help with work wellness and work-life balance.



**2025 FULL COLOUR
& INTERACTIVE
Download**



2025 BLACK & WHITE
(Printer friendly)
Download

YOUR OTHER COMPLIMENTARY RESOURCES THIS MONTH



Be a Germ Buster



Changing Tires



Remembrance Day

LEGISLATION UPDATES

OVERVIEW OF IMPORTANT UPDATES

Dunk & Associates continues to monitor legislation updates and implement changes to program content and training modules to ensure you are always kept up to date. To see a recap of the recent changes, please [click here](#).



OVERVIEW OF MAJOR CHANGES	WHAT DOES THIS MEAN FOR EMPLOYERS?
ALL	
WHMIS Compliance In 2023, Canada updated its Workplace Hazardous Materials Information System (WHMIS 2015). These revisions were part of Canada's proactive approach to regulatory alignment, now reflected in the latest GHS 7th revised edition. Companies were granted a three-year window until January 4th, 2026, to revise and update their Hazard Communication documentation in compliance with the amended WHMIS Regulations. Key changes resulting from the amendments include: • Improved clarity and precision for certain provisions • New information elements required on safety data sheets • Adoption of a new physical hazard class (Chemicals Under Pressure) • Adoption of a new hazard category for non-flammable aerosols and new subcategories for flammable gases	By January 4, 2026, ensure your Health & Safety program meets the new requirements and has been fully implemented: • Ensure hazardous products used in the workplace are properly labelled and are accompanied by a current SDS. • Train workers on both generic and workplace-specific WHMIS training. • Ensure workers can access the SDSs and know how to make workplace labels. • Develop procedures and training for workers regarding the safe use, storage, handling, and disposal of hazardous products, as well as procedures to follow when fugitive emissions are present and what to do in case of an emergency involving hazardous products, such as a spill. • Ensure appropriate control measures are in place to protect the health and safety of workers. • Review and update the WHMIS program annually with the Joint Health and Safety Committee or Health and Safety Representative to ensure that it is effective in protecting workers who are exposed to hazardous chemicals. <i>If you are a Full-Service Health & Safety client with Dunk & Associates, your H&S program has been updated with these requirements.</i>

LEGISLATION UPDATES

OVERVIEW OF MAJOR CHANGES	WHAT DOES THIS MEAN FOR EMPLOYERS?
FEDERAL	
Incident Reporting The government revised the LAB1070, Hazardous Occurrence Investigation Report (HOIR) form that federally regulated employers must use to report a workplace hazardous occurrence and incidents resulting in a disabling injury or death. Key updates include reinstatement of the digital or wet (handwritten) to replace the temporary attestation introduced during the pandemic, and the addition of the notation “Protected B when completed” to indicate that the form may contain sensitive personal information.	Ensure you are using the most up-to-date version of the Hazardous Occurrence Investigation Report when reporting to the Labour Program. <i>If you are a Full-Service Health & Safety client with Dunk & Associates, your H&S program has been updated. The new version of this form is found under the “Forms” menu on your site.</i>

OVERVIEW OF MAJOR CHANGES	WHAT DOES THIS MEAN FOR EMPLOYERS?
CSA	
Public Comments The CSA Group is inviting public comment on drafts of several new and updated CSA standards. The names of these standards, along with their deadlines for comment (in parentheses), are as follows: New • CSA Z434, Industrial robots and robot systems (November 30, 2025) • CSA Z434.1, Use of industrial robot cells (November 15, 2025) Update • CSA B167, Overhead cranes, gantry cranes, monorails, hoists and jib cranes (November 15, 2025) • CSA Z150, Safety code on mobile cranes (November 2, 2025) • CSA Z150.3, Safety code on articulating boom cranes (November 10, 2025) • CSA Z62.1, Chain saws (November 14, 2025)	To view the drafts and submit comments, visit CSA Group’s draft review page (you will need to register for a free account).

LEGISLATION UPDATES

OVERVIEW OF MAJOR CHANGES	WHAT DOES THIS MEAN FOR EMPLOYERS?
BRITISH COLUMBIA	
Payroll Reporting - WorksafeBC WorksafeBC payroll reporting is going digital. Over the next few months, WorksafeBC is transitioning to a paperless system for all payroll reporting. Timeline of the changes: • <i>September to December 2025:</i> During this transition period, you'll continue to receive a paper payroll report by mail. You'll also receive an email notification when it's time to report and pay. • <i>Starting January 2026:</i> Payroll reports will no longer be mailed; instead, you'll receive an email notification prompting you to go online to report and pay, based on your reporting and payment deadlines.	Visit WorksafeBC for the full information on the new process and deadlines. If you need help setting up your online services account or figuring out how to report and pay, email ASMTonlinehelp@worksafebc.com with your contact information.

OVERVIEW OF MAJOR CHANGES	WHAT DOES THIS MEAN FOR EMPLOYERS?
NEW BRUNSWICK	
WorkSafeNB Performance Refund WorkSafeNB will be issuing a performance refund to eligible employers because of a surplus in our Accident Fund. The \$53.2 million performance refund is possible because of a significant surplus above WorkSafeNB's funding target. This is the second year in a row WorkSafeNB has been able to provide a performance refund. The funding position also allows for lower average assessment rates.	Visit WorkSafeNB's page for full information, including resources to help answer any questions you may have on the distribution of the surplus funds. If you have questions about your rebate, please contact assessment.cotisations@ws-ts.nb.ca

LEGISLATION UPDATES

OVERVIEW OF MAJOR CHANGES	WHAT DOES THIS MEAN FOR EMPLOYERS?
QUEBEC	
Act Respecting Occupational Health and Safety: New Provisions in Force - Oct 1, 2025 The Regulation on Workplace Prevention and Participation Mechanisms officially came into force on October 1, 2025. It establishes a detailed framework outlining employers' new responsibilities regarding occupational health and safety (OHS). Its implementation also brings an end to the interim regime introduced under the Act to Modernize the Occupational Health and Safety System, marking the full application of its final provisions. This regulation includes the following chapters: • <i>Chapter II:</i> Prevention Program and Action Plan • <i>Chapter III:</i> Health and Safety Committee • <i>Chapter IV:</i> Health and Safety Representative For workplaces that do not yet have a health and safety committee or representative as of September 30, 2025, the Regulation provides staggered compliance deadlines up to 2027, depending on workplace risk level. It also repeals the Regulation respecting prevention programs and updates several related regulations to align terminology and requirements.	Prevention Programs and Action Plans Employers now have one year to develop and implement either a prevention program (for workplaces with 20 or more workers) or a prevention action plan (for workplaces with fewer than 20 workers). These must be reviewed and updated annually and include a hierarchy of preventive measures, starting with the elimination of hazards at the source and extending to the use of protective equipment when necessary. Health and Safety Committee The Act to Modernize the Occupational Health and Safety System requires any workplace with 20 or more workers establish a health and safety committee. In such workplaces, a health and safety representative must also be appointed. All committee members, including the health and safety representative, must complete a theoretical training program approved by the CNESST or another recognized body within one hundred and twenty days of their appointment. CNESST will have this training available on a date to be determined. For workplaces with fewer than 20 workers, a health and safety liaison officer must instead be designated. The Regulation provides further details on the structure and functioning of these participation mechanisms. Health and Safety Representative The representative, chosen from among committee members, is entitled to a minimum monthly allocation of time to carry out their duties, determined by the number of employees and the workplace risk level. Within one hundred and twenty days of appointment, the representative must complete mandatory training and provide proof of certification. Refresher training is required every two years. <i>If you are a Full-Service Health & Safety client with Dunk & Associates, your H&S program has been updated to reflect these new provisions. Ensure you review the program and understand the new responsibilities, as well as establishing a Health and Safety Committee with Representative with applicable training completed within the specified timeframe.</i>

LEGISLATION UPDATES

OVERVIEW OF MAJOR CHANGES		WHAT DOES THIS MEAN FOR EMPLOYERS?	
YUKON			
WSCB Industry Assessment Rates and Rebate Workers' Safety and Compensation Board (WSCB) announced 2025 assessment rates, the 2025 maximum annual earnings rate, and an upcoming employer rebate at their annual information meeting. Assessment rates for 2025 will be reduced across all rate groups. Approximately three-quarters of employers will see a reduction of more than 5 per cent, while the rest will see a reduction of less than 5 per cent. For the sixth time since 2015, WSCB will distribute a rebate to eligible employers. The rebate amounts to \$10 million.		Visit WSCB's page for full information on the Industry Classifications and Assessment rates and rebate.	

**THANKS FOR READING.
SEE YOU NEXT MONTH!**

