

Notice to Produce

Occupational Health and Safety

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

Legal Name: MOUNT ROYAL UNIVERSITY operating as MOUNT ROYAL UNIVERSITY	Employer Representative/Title: Bob Lambert / Manager
Work Site Party Name Provided: Mount Royal University	Phone Number: (403) 440-6275
Work Site Address: 200 MOUNT ROYAL CIRCLE SW, CALGARY, ALBERTA	Email Address: blambert@mtroyal.ca
Site Name / Description:	Completed By: Deborah Mathias

Contact Activities

Item	Details	Date
Documentation Reviewed for Compliance	<p>The employer provided the Occupational Health and Safety Officer with the requested information. The OHS Officer and Environmental Health & Safety Manager met by teleconference to discuss the safety documentation as well as current incidents of workplace violence and/or harassment, if any.</p> <p>The investigation process and controls measures related to workplace violence and harassment were also discussed.</p>	June 07, 2023

Notice to Produce Issued

NOTICE TO PRODUCE ARE ISSUED UNDER THE AUTHORITY OF THE OCCUPATIONAL HEALTH AND SAFETY ACT AND TAKE EFFECT IMMEDIATELY ON ISSUANCE.

Item	Details	Date
Notice to Produce Compliance 01	<p>REASON FOR DEACTIVATION: The employer submitted the required information/documentation on June 7, 2023.</p> <p>OBSERVATION(S)/FINDING(S): Due to time restraints, the following documents could not be reviewed at the meeting/inspection.</p> <p>REQUIREMENT: The employer is required to submit the following documentation/information to the OHS Officer:</p> <ul style="list-style-type: none">- Hazard assessment for the Residence Services office- Workplace Violence policy and procedures- Workplace Harassment policy and procedures- Number of staff in this office <p>APPLICABLE OHS LEGISLATION: Compliance and Enforcement - Inspection 34</p>	<p>Compliance Achieved Date June 07, 2023</p> <p>Compliance Date June 13, 2023</p>

This Notice to Produce was delivered electronically to: Robert Siklodi, Environmental Health & Safety Manager on June 13, 2023

Issued by Occupational Health and Safety

Government of Alberta is committed to ensuring that the OHS Code is regularly reviewed and updated to address health and safety in modern workplaces. For more information on the OHS Code updates, visit alberta.ca/ohs-code-review.aspx or email sfhwimploffice@gov.ab.ca.

To obtain a copy of Alberta's Occupational Health and Safety legislation, visit: www.alberta.ca/alberta-kings-printer.aspx