



August 31, 2015

**NOTICE – CODC Alcohol & Drug Policy & Procedures**

**Supervisor / Steward Training**

***(SEE ATTACHED – CODC Training Bulletin)***

Dear BCA of Saskatchewan Contractor:

Please find attached a CODC notice regarding CODC Alcohol & Drug Policy & Procedures Supervisor / Steward Training taking place in September 2015.

For any other questions, please do not hesitate to contact the BCA Western Canada office at 780-450-8885.



# CODC TRAINING BULLETIN

## CODC Alcohol & Drug Policy & Procedures Supervisor/Steward Training

The CODC A&D Policy & Procedures (Policy) is the approved industry standard for Unionized Construction in the Province of Saskatchewan. CODC has scheduled the delivery of a session of the *CODC Alcohol & Drug Policy & Procedures Supervisor/Steward Training* for **September 22, 2015 in Saskatoon** and **September 28, 2015 in Regina**

### **Why Do Supervisors Require This Training?**

The CODC A&D is different from similar programs in that it has the requirement that persons responsible for the administration and application of the Policy have been trained before taking that responsibility. This requirement is in place so that supervisors do not take arbitrary or discriminatory actions in relation to an individual. This should lead to the successful administration of the Policy within the guidelines of current Human Rights legislation.

### **Why Train If There Is No Requirement For A&D Testing On The Project?**

The Policy is designed to be part of an Employer's Safety Policy so that they have the tools necessary to effectively manage A&D issues in every workplace. Additionally, the requirement by project owners for contractors to have a Policy and for pre-access testing is becoming more prevalent in the province.

### **Who Should Attend?**

Supervisory and other personnel with the responsibility for the administration and application of the Policy in the work place. This will include management persons such as Project Managers and Superintendents, as well as Foremen, General Foremen and union Shop Stewards.

### **Where/When?**

**Saskatoon – Ramada**  
**806 Idylwyld Drive N**  
**Tuesday September 22<sup>nd</sup>, 2015**  
**9:00 am – 12:00 noon**

**Regina – Travelodge Hotel**  
**4177 Albert Street**  
**Monday September 28<sup>th</sup>, 2015**  
**9:00 am - 12:00 noon**

### **What Is The Cost?**

CODC does not charge for the cost of the training sessions. A wallet sized Certificate of Completion will be mailed to the employer of each participant after completing the session. The CODC A & D Policy & Procedures may be downloaded from our website - [www.codc.ca/downloads](http://www.codc.ca/downloads).

**PRE-REGISTRATION IS REQUIRED and is now available online at [www.codc.ca/courses/alcohol-and-drug-supervisory-training](http://www.codc.ca/courses/alcohol-and-drug-supervisory-training).**

Registration should be received by CODC no later than 1 week prior to the course date.

Please contact Whitney Wilkinson at CODC - (306) 347-7299 - if you require any further information or email [training@codc.ca](mailto:training@codc.ca).

