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ZERO – THE ONLY TARGET

In 2000, the Board of Directors of the Electrical & Utilities Safety Association of Ontario (E&USA) challenged its industry to set zero injuries as a goal that was not only attainable across the province, but attainable by 2011. The staff and Board of E&USA have "relentlessly pursued the path to zero" since then, and have seen some remarkable successes in their workplaces. The Zero Quest initiative is made up of firms that have embraced the vision of zero, and who are building sustainable health and safety management systems in what was, a century ago, one of the most dangerous sectors in Ontario.

In 2006, following extensive discussion and consultation with industry firms, the Mines and Aggregates Safety and Health Association of Ontario adopted the goal of zero injuries and zero illnesses as the goal for the mining and aggregate industry in Ontario. "Every worker...safe and healthy...every day" sums up the vision that was raised again and again, from all levels, in discussions with the industry. Mining is viewed, by many of us not in the sector, as a dangerous workplace, and to those who are unfamiliar with it, it is. Nonetheless, the mining and aggregate industry has set zero as the only number of injuries and illnesses that is acceptable, and as a goal that is attainable.

In the education sector, there are about 1,400 firms that insure with the WSIB for workplace health and safety. In any one year, approximately 1,150 of these firms do not record a single compensable injury – they achieve the goal of zero. Congratulations to all of our firms who have not recorded a single compensation claim over the past year – you have done a remarkable job.

The real value in setting zero as a goal comes from the fact that there is a goal. Too often, especially in larger firms that historically have had a number of claims every year, the



inevitability of compensable injuries and illnesses is accepted as fact. How many times have we heard, "We're big, so we're going to have some injuries every year, no matter what."? This suggests that there is no goal – we just hope that we don't have too many, but we believe that it is entirely out of our hands.

To set a goal, a plan is needed. A plan requires us to do what can make the plan achievable – training, inspecting our workplaces, recognizing and controlling hazards, investigating incidents and learning from them. If you are not planning for zero, what number are you planning for? How many workplace injuries and illnesses are acceptable under your plan?

Increasingly, in Ontario, workplaces and industry sectors are beginning to have serious discussions about how to not only reduce but eliminate workplace injuries and illnesses. It may appear that with over 8,400 claims and 4,500 lost-time injuries in 2005, the education sector is far from zero; however, for over 80% of our firms, we are already there.

Perhaps the discussion should not be about whether this is an attainable goal. The discussion should be about how soon the other sector firms can join the growing provincial movement to zero.

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CERTIFICATION TELEPHONE SURVEY

If your firm has 20 workers or more, you can expect a call from the WSIB about Certification Training.

The Prevention Division of the WSIB has recently undertaken an initiative to validate and enhance compliance with the requirements for certified members of Joint Health and Safety Committees (JHSCs). The WSIB is conducting a province-wide telephone survey of employers to verify their compliance with the training requirement under the OH&S Act.

Certification Training is designed to educate worker and management members of JHSCs in the fundamentals of health and safety. For workplaces with 20 or more employees, one worker and one management member must be certified.

The training is a two-part process. Part 1 Certification is described as Basic Certification training and Part 2 Certification is described as Workplace-Specific Hazard Training (WSHT). The ESAO Part 1 - Basic Certification covers the law, hazard recognition, the operation of a health and safety committee, workplace inspections and accident investigations. Part 1 Certification can also be obtained from any approved provider. The basic course concludes with a test, set by the WSIB, and successful candidates will receive a letter from the WSIB.



Phase 2 Training or Workplace-Specific Hazard Training, focuses on the significant hazards in individual workplaces, and covers the recognition, assessment and control of these hazards in the workplace. Employers are required to determine their training needs for this phase of certification training by assessing their workplace to determine the significant hazards. There are five specific learning objectives that must be addressed for a training course to qualify as a Part 2 Certification course, and courses can be provided by a wide range of sources, including ESAO. Firms may elect to develop their own Part 2 Certification courses, as long as they address the WSIB course objectives.

Once both Part 1 and Part 2 Certification training is completed, the employer should inform the WSIB by completing a Workplace-Specific Hazard Training Confirmation form (Form 3189A – available on the ESAO website) for each committee member trained. The WSIB will send out Certified Member cards to those completing the training.

This training is required by the Occupational Health and Safety Act, but estimates suggest that about 35 per cent of the workplaces in the province do not have the required number of certified members. The telephone survey will determine how accurate these estimates are. For firms not in compliance, follow-up activity will take place at the Account Manager level, with the goal of increasing the number of compliant workplaces across Ontario.

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HOW ARE SIGNIFICANT HAZARDS DETERMINED?

Various clients and non-clients have called ESAO, asking about Part 2 Certification training as a set series of modules. However, many are uncertain about what courses they need. In certain sectors, the unions and trade associations have gathered and agreed on set training for their respective sectors. Many sectors are not able to do this, as the one size does not fit all.

That requires employers to determine their training needs, based on the results of hazard assessments. The assessment is the systematic review of hazards in the workplace and affect any worker’s health and safety. Sources of information may include MSDs, WSIB, incident/accident reports, general observations and input from workers. Employers should consider the following:

- Has the hazard contributed to a workplace injury or illness?
- What is its potential for future injury or illness?
- What severity of injury/illness could occur from exposure to the hazard?
- Has the hazard contributed to a “near miss?”
- How many workers are exposed to the hazard?
- Work flow or process-flow information.
- Accident, injury or illness records for workplace and industry, and near-miss reports.



The employer is encouraged to ask the JHSC for assistance in identifying these hazards. Once the workplace significant hazards have been identified, the employer’s responsibility is to either seek out third party training or develop in-house training programs that meet the following five learning objectives.

1. Describe the hazards and how it may cause injury or death.
2. Identify the relevant legislation, standards and guidelines.
3. Identify and assess the hazard.
4. Describe a variety of methods for controlling the hazard (reducing the risk).
5. Develop an action plan to establish policies, programs and procedures to control hazards in an actual workplace situation.

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ESAO CONFERENCE 2007 – PICTURES AND CONFERENCE PRESENTATIONS ARE UP!

Conference 2007 was a success and we have the pictures to prove it. During and after the conference, delegates have been requesting copies of pictures taken by Richard Brown at Dreamcast productions. We have created an ESAO page on Facebook at the following link, to allow for the pictures to be viewed and downloaded.

<http://www.facebook.com/group.php?gid=2407283640>

We have now put up all of the conference presentations on the website. They can be accessed at the following link: http://www.esao.on.ca/downloads/powerpoint_presentations.htm

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ESAO CONFERENCE 2008 – CONFERENCE COMMITTEE

In August, the 2007 conference committee will meet to initiate the 2008 conference planning process. The call for presentations for the ESAO Conference 2008 , Safety: Not Just Compliance, will be uploaded to the website in late August 2007 and we look forward to all your submissions or recommendations as to session topics and speakers you would like to see at the 2008 conference.

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RESOURCES FOR ARTISTS AND ART DEPARTMENTS

Founded in 1968, CARFAC (Canadian Artists' Representation/le Front des artistes canadiens) has worked for over three decades on the legal and economic issues facing visual artists. In 2006, CARFAC partnered with The Artists' Health Centre Foundation (AHCF) and Environmental Defence to present “*Staying Alive!*” a health & safety workshop for visual and media artists. This workshop was presented in seven cities throughout the province, with the



support of the Ontario Trillium Foundation and The Education Safety Association of Ontario. During these workshops, it became clear that artists need easy access to personal protective equipment and further resources to help them understand the importance of practising safety in the studio. Following the success of our workshops around the province, CARFAC Ontario presents two new services:

- An online *Health and Safety Store*,
- Staying Alive! Health and Safety Resources website, and
- An artists' agenda/day timer, which will include deadlines for submissions, grant applications and other time-sensitive information will be available for the upcoming year. This organizational tool will be offered to the CARFAC membership of approximately 870, as well as to non-members. For more information, please contact carfaontario@carfaontario.ca 1-877-890-8850

A new Ontario government website, created for Ontario Artists to provide information about a range of programs and services specific to the needs of artists in all disciplines, is now available. This site provides links to help with finding legal assistance, finances, marketing, health and safety and important information on how to get grants.

http://www.ontarioartist.ca/en/visual_health.htm

The following checklist located on the Chicago Artists Resource site is a self-evaluation tool for art schools and art department that may assist in determining the effectiveness of their health and safety programs: [Chicago Artists Resource](#)

In many art schools and art departments, there are issues with use of more toxic art materials than necessary, inadequate ventilation, poor storage and handling of art materials, lack of eyewash fountains and emergency showers where needed, improper waste disposal procedures, incorrect selection of personal protective equipment, and more. However, one of the major problems found is a lack of a formal health and safety program. Such a program would establish proper health and safety procedures and have an ongoing way of ensuring its enforcement. This checklist also includes basic questions about precautionary measures. The checklist is not intended to be comprehensive or to ensure compliance to regulations. Answers in the negative indicate a program deficiency.

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BILL 212 REVISES THE "SAFE SCHOOLS" PROVISIONS

On July 7, 2005, the Ontario Human Rights Commission (OHRC) initiated a complaint against the Ministry of Education, alleging that the application of the safe schools provisions of the Education Act and the Ministry's and school boards' policies on discipline were having a disproportionate impact on racial minority students and students with disabilities.

On April 10, 2007 an agreement was reached between the OHRC and the Ministry of Education that paved the way for the introduction of Bill 212, which received the First Reading on April 17, 2007. This Act contains a number of amendments to the Education Act that are designed to address perceived issues of fairness related to suspension and expulsion proceedings for students.

In general terms, the legislation makes the following changes:

- Mandatory suspensions and expulsions are replaced with a process that allows more discretion;
- Discipline can be considered for non-school matters;
- "Mitigating factors" must be considered (and this includes, in cases of students with disabilities, whether the behaviour in question was a manifestation of the disability and whether appropriate accommodation had first been provided, as well as a consideration of the safety of other students);
- The power of the principal to expel is eliminated. The principal may recommend expulsion to a committee of the board;
- Boards must provide educational programs for students who are suspended or expelled.

It is expected that more clarity around the contents and application of Bill 212 will emerge over time, especially as this legislation will have an impact on how employers provide a safe workplace under the Occupational Health and Safety Act.

The terms of the settlement between the OHRC and the Ministry can be found at <http://www.ohrc.on.ca/en/resources/news/edsettlementen>

A recent Ministry Policy Memorandum on this topic can be found at <http://www.edu.gov.on.ca/extra/eng/ppm/130.pdf>

The text of Bill 212 can be found at http://www.ontla.on.ca/bills/bills-files/38_Parliament/Session2/b212ra.pdf

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CONFINED SPACE AND LIMITED ACCESS AREAS

Many of ESAO's clients have been developing or modifying their "Confined Space" programs. Many of those programs are very complicated and create unnecessary problems for their own staff.

The Confined Space requirements apply to legally defined "Confined Spaces" – not all hazardous restricted areas. Thus, part of the issue is to understand what a "Confined Space" is under the Regulations. A "Confined Space" has the following three hazardous components:

1. It is a space that is not designed for continuous human occupancy;
2. It is a space that is large enough and shaped so a person can enter it; and
3. It has to contain, or have the potential to contain, a hazardous atmosphere.

If it doesn't meet all three of these criteria, it is not a "Confined Space," though it may be a hazardous area for other reasons.

In the Health Care Regulations there are areas defined as "Restricted Areas." Just because these areas are not defined in the Industrial or Construction Regulations doesn't mean those areas can be ignored by employers. The reasonable precaution clause of the Act allows the Ministry to enforce the Health Regulation requirements in non-health areas when the hazard is the same.

Similarly there are many areas in many buildings that contain hazards of various sorts that are also probably not confined spaces; however, due to the hazards present, access to these areas must be restricted for health or safety reasons.

Working with several of our clients, we have identified hazardous areas that are not legally confined spaces, where access must be restricted unless appropriate safeguards are taken and training is given both to those who enter the spaces and those who work in the area.

The following are some identified LIMITED ACCESS AREAS that must be included in a confined space plan but do not necessarily have to meet all the requirements for a confined space:

1. Confined Space: meets all the criteria of the regulations and usually has restricted means of egress, such as manhole entry, access door/panel, narrow opening, etc.
2. Restricted Areas: an area that has a restricted means of egress, such as a duct, vat, vessel, vault or boiler. These areas are defined in the Health Care Regulations.
3. Limited Access Areas: areas with a limited means of egress.
 - a. Non-ventilated, non-occupancy areas but without any other hazards; atmospheric testing required. Examples: crawl space, open "pit", tunnel, etc.

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- b. Ventilated, but not a normal occupancy area – atmospheric testing not required.
Examples: fan areas, mechanical rooms.
- c. Ventilated but egress restricted – atmospheric testing not required.
Examples: crawl spaces, tunnels.
- 4. Areas contaminated by physical or biological material.
Examples: contamination by birds, rodents, bats, mould or other biohazard materials; chemicals, silicates, asbestos, etc.
 - a. Ventilated – atmospheric testing may be required.
 - b. Non-ventilated – atmospheric testing required.

It is important to ensure procedures are in place to protect the health and safety of any staff members who may be required to perform work in, or related to, confined and limited access areas. The first steps in developing a Confined Space and Limited Access Area Procedures are:

1. Identify all limited access areas that could be hazardous.
2. Determine the types and levels of hazards present in each space.
3. Properly identify, assess and control the hazards associated with entering, exiting and working in the area.
4. Provide appropriate rescue equipment and communication equipment.
5. Establish procedures for entering, exiting and working in the areas. These procedures will be different for different types of limited access areas. The most restrictive will be a true "confined space" when all the requirements of the current legislation must be met. A permit system is required for a "Confined Space." Other limited access areas should have a record of all entries that explains the reason for entry and time spent in the area.
6. Train and equip all staff involved with the confined or limited access area.

The two most important components of the procedures are:

1. Having a plan that includes all the written procedures for control of the identified hazards and states specifically what procedures must be followed and what precautions must be taken both before, during and after entry, and what the emergency/rescue procedures are if something should go wrong.
2. Training:
 - a. Awareness training for all managers/supervisors, Occupational Health and Safety Committee members and all Occupational Health and Safety representatives whose work areas contain any type of Limited Access Area.
 - b. Detailed training and specific procedures for all employees who work in, or serve as attendants or backup for individuals working in Limited Access areas.
 - c. "Confined Space" training for all employees in areas where atmospheric testing is required.

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MOL OCCUPATIONAL EXPOSURE LIMITS CONSULTATION

Regulated under the [Occupational Health and Safety Act](#), OELs restrict the amount and duration of worker exposure to hazardous workplace substances such as asbestos, benzene and lead.

Stakeholder input is an essential part of the OEL updating process. Stakeholders are invited to submit comments on any or all of the proposed OEL changes. Specific concerns should contain a clear description of the rationale and appropriate documentation.

For more information, [click here](#). The 60-day consultation period ends September 28, 2007.

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SUNNY, SUNNY DAYS AT LAST

It's July, it's finally summer in Canada, and we are not going to miss a moment of the sunshine we've been waiting for during the long winter. But before we rush out there, just a few pointers that we may have forgotten since that horrible sunburn last summer...

We need sunshine. Our primary source of Vitamin D is sunshine, and we need it to absorb calcium. It's warm, and we just feel better on a sunny day. However, sunshine contains ultraviolet rays, and they cause skin aging, wrinkling and contribute to skin cancer (melanoma). The Canadian Cancer Society estimates that 4,400 new cases of melanoma were reported during 2005, which is up by 12 per cent over the 2002 figure. Skin cancer is, however, almost completely preventable. So, if you are going to be spending time in the sun, at work, at home or on vacation, here are a few simple precautions.

1. Avoid sun exposure in the middle of the day. The sun is strongest between 10:00 am and 4:00 pm, so if you can start early, or late, you will get your sunshine in a dose that will be a lot safer. If you perform schedule work, schedule the high sunshine tasks early in the morning.
2. Cover up. If you have to be out in the middle of the day (and this includes cloudy days as well), wear a hat that shades your neck and ears – between 65 and 80 per cent of melanoma occurs from the neck up. Work under an umbrella, wear long sleeves, or schedule your tasks to be in the shade during the middle of the day.
3. Wear Sun Glasses. Your eyes are very sensitive to sunlight, and you can burn your corneas. Evidence suggests that cumulative damage can lead to cataracts later in life. So, buy sunglasses that provide 100 per cent protection against both UVA and UVB rays.



4. Don't forget the sun block. Use a high protection factor (of or above SPF 15), and check that it blocks both UVA and UVB. Remember that it washes off (during swimming or sweating,). Use plenty of sun block, and use it often on all exposed skin surfaces.
5. Stay Informed. The more we all learn about sun safety, and pass on to friends, co-workers and family, the safer we will all be. For more information, check the following links:

For Health Canada information on sunglasses:
http://www.hc-sc.gc.ca/iyh-vsv/prod/glasses-lunettes_e.html

For Health Canada on a wide variety of sun safety topics:
http://www.safecanada.ca/link_e.asp?category=10&topic=177

Canadian Dermatology Society on Sun Safety for Outdoor Workers:
<http://www.dermatology.ca/outdoorworkers/index.html>

Sun safety for kids:
http://www.kidshealth.org/parent/firstaid_safe/outdoor/sun_safety.html

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CONFERENCES IN WHICH WE WILL PARTICIPATE IN THE FALL

- Forum North, Thunder Bay, ON – November 6, 7 & 8, 2007
- Schedule 2 Conference, Toronto, ON - Sept. 26 & 27, 2007
- Municipal Health and Safety Association, Toronto, ON - Oct. 1-3, 2007
- Eastern Ontario Conference, Ottawa, ON - Oct. 25, 2007

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NEW PRODUCT LAUNCHES

Asbestos Management training for Administration, Supervisors and Workers: This package will allow you to tailor your workshop presentation to suit the demographics and needs of your organization. The package contains six different presentations to meet the demands of each group and will ensure that required information is targeted correctly. This comprehensive training package consists of:

- A Trainer Binder, containing Flexible Leader's and Supervisor's Leader's Guides
- 1 Asbestos Management Resource Book
- 10 Workers Asbestos Resource Books
- 1 CD - Containing all six PowerPoint Presentations
- 1 CD - Containing all six Leaders Guides and Branches



This package will allow the trainer/facilitator to deliver the presentation targeted at specific groups, depending upon the need ranging from awareness level training to Type 1 and Type 2 Training for those who may have the potential to be exposed to asbestos. It will enable organizations to train staff to identify hazards proactively, not reactively.

This package is available for clients wishing to do their own in-house training; [click here](#) for the link to the website. This fall, training will also be available by ESAO consultants around the province.

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NEW TO THE WEBSITE

LINKS

- [Chicago Artists Resource - Checklist for Art School and Departments](#) **NEW**
- [Conference Pictures](http://www.facebook.com/group.php?gid=2407283640) <http://www.facebook.com/group.php?gid=2407283640>
- [Conference Presentations in PDF Format](#)

PRODUCTS

- [Record Keeper – Accident Analysis tool](#)
- [Asbestos Management & Worker Training Package](#)

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ESAO REGIONAL COURSES & ACTIVITIES

The following activities have been booked through July to October. Any client interested in attending one or more of the following sessions or courses should directly contact the Field Consultant responsible for the activity. Should you have problems or concerns regarding a scheduled activity or wish to attend one, please contact your ESAO Field Consultant or the ESAO Toronto office at 1-877-732-3726, or via email at esao@esao.on.ca

**Francophone – Alain
Chenard
(613) 837-2042**

Part 1 (Basic) Certification
August 20, 21 & 22, 2007
Siège social du Conseil
scolaire public du Grand
Nord de l'Ontario, 296, rue
van Horne, Sudbury, ON

Part 1 (Basic) Certification
October 10, 11 & 12, 2007
TBA, Ottawa, ON –

Workshop :
October 5, 2007
Laws & Regulations
Chatham, ON

**Niagara - Bill Urie
(905) 312-9962**

Part 1 (Basic) Certification
October 3, 9, 17, 2007
Brant-Haldimand Norfolk CDSB
Catholic Education Centre,
322 Fairview Drive
Brantford, ON



WHMIS Train the Trainer:
October 10 & 11, 2007
Employment Help Centre,
122B Queenston St.
St. Catharines, ON

North West
1-877-732-3726
esao@esao.on.ca

Part 1 (Basic) Certification
October 25 & 26, 2007
(2 Day Course)
Red Rock Inn
145 White Boulevard
Red Rock, ON P0T 2P0

WHMIS Trainer the Trainer
September 9, 2007
Valhalla Inn, Thunder Bay

East
1-877-732-3726

Part 1 (Basic) Certification
September 25, 26 & 27,
Confederation High
School, 1645 Woodroffe
Ave., Nepean, ON

**North East – Doug
Bennett**
1-877-732-3726

Part 1 (Basic) Certification
October 16, 17, 18, 2007
Near North DSB,
963 Airport Road
North Bay, ON

Client Network Meetings:
October 4, 2007
Sault Ste Marie, ON

October 11, 2007
North Bay, ON

October 18, 2007
Timmins, ON

October 25, 2007
Sudbury, ON

Georgian Bay
1-877-732-3726
esao@esao.on.ca

GTA – Training
416-250-8005 112

Part 1 (Basic) Certification
September 17, 18, 19
North York Memorial
Community Hall
5110 Yonge Street
Toronto, ON

Part 2 (WHST) Certification
September 4, 2007
Office Hazards, Ergo,
Slips, Workplace Violence,
and Environmental
Hazards, 4950 Yonge St.,
Ste. 1505, Toronto, ON

WHMIS Train the Trainer
September 13 & 14, 2007
4950 Yonge Street, Ste.
1505, Toronto, ON

GTA East - Mike Atkinson
(416) 466-1923
TBA

Part 1 (Basic) Certification
November 6, 7 & 8, 2007
North York Memorial
Community Hall
5110 Yonge Street
Toronto, ON

**GTA West: - Janice
Gallant**
(905) 785-3742

Part 1 (Basic) Certification
September 11, 12 & 13,
MHSA, 420 Britannia Rd.
E., Ste. 201
Mississauga, ON

Part 1 (Basic) Certification
October 16, 19 & 26, 2007
Halton CDSB,
802 & 830 Drury Ave.
Burlington, ON

Part 2 (WHST) Certification
September 18, 2007
Office Hazards -
Ergonomics, Slips,
Workplace Violence, &
Environmental Hazards
420 Britannia Rd. E., Ste.
201, Mississauga, ON

WHMIS Train the Trainer:
September 6 & 7, 2007
420 Britannia Rd. E., Ste.
201, Mississauga, ON



Workshops:
Workplace Inspection
August 21, 2007
Associated Hebrew
Schools, 252 Finch Ave.
W., North York, ON

Central Lakes - TBA
(705) 876-1001
TBA

South West – Ed Hager
(519) 264-9738
Part 1 (Basic) Certification
October 18, 23, 25, 2007
Lambton College, 1457
London Rd., Sarnia, ON

Workshops:
Dealing with a Difficult or
Angry Person
Aug 20, 2007 12:30-4:00pm
Fanshawe College, 1460
Oxford St. E., London, ON

Dealing with a Difficult or
Angry Person
September 20, 2007,
Fanshawe College, 1460
Oxford St. E., London,

Dealing with a Difficult or
Angry Person
Sept 21, 2007, 8:30- noon
Fanshawe College, 1460
Oxford St. E., London

Client Network Meeting:
October 10, 2007
Windsor, ON

[Click to access the Training Events Calendar](#)
Calendar

[Click to access the Workshop/Conference](#)
Calendar

ESAO serves all Schedule 1 firms in the WSIB rate groups 810 & 817, as well as Schedule 2 firms in the education sector. Contact your ESAO Field Consultant for more information on any courses or products.

Head Office: www.esao.on.ca Tel: (416) 250-8005 Fax: (416) 250-9190 Toll Free: 1-877-732-3726

Drive Carefully!

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