

Checklist Of 'Competent Person' Functions, Jobs & Tasks (Alberta Employers)



OHS laws generally require all workers to be properly trained, instructed, equipped and supervised to recognize and protect against the hazards they encounter while doing their jobs. But generalized health and safety preparation may not be enough. There are also specific higher-risk, higher-skill jobs, functions, tasks and duties that the law says must be done by a “competent person.” As safety coordinator, it’s crucial to understand the “competent person” requirements to ensure that the right people are assigned to the right jobs, i.e., the jobs they’re competent to carry out safely. Here’s a Checklist of all the jobs that the Alberta OHS Code requires to be performed by a “competent person.”

Instructions: Under Alberta OHS laws, certain safety-sensitive jobs, functions and operations may be carried out only by a “competent” person, defined as an individual who is adequately qualified, suitably trained and with sufficient experience to safely perform work without supervision or with only a minimal degree of supervision. Please complete the following Checklist to verify that each designated task is being performed and that the person performing it is a competent person.

Note: In addition to the “competent” person requirements, work on electrical equipment or lines energized above 750 volts must be performed by “qualified utility employees.”