

Draft regulation

Act to modernize the occupational health and safety regime
(2021, chapter 27)

Act respecting occupational health and safety
(chapter S-2.1)

Registration, travel and accommodation expenses of training programs on prevention and participation mechanisms in establishments

Notice is hereby given, in accordance with sections 10 and 11 of the Regulations Act (chapter R-18.1), that the Regulation respecting registration, travel and accommodation expenses of training programs on prevention and participation mechanisms in establishments, appearing below, may be adopted by the Commission des normes, de l'équité, de la santé et de la sécurité du travail and submitted to the Government for approval, in accordance with section 224 of the Act respecting occupational health and safety (chapter S-2.1), on the expiry of 45 days following this publication.

The draft Regulation determines the registration, travel and accommodation expenses that are borne by the Commission des normes, de l'équité, de la santé et de la sécurité du travail in respect of training programs on participation mechanisms in establishments provided for by regulation in which members of health and safety committees, health and safety representatives and health and safety liaison officers must participate. The draft Regulation also provides for the revalorization of those indemnities.

Further information on the draft Regulation may be obtained by contacting Dahbia Djouadi, Commission des normes, de l'équité, de la santé et de la sécurité du travail, 1199, rue de Bleury, Montréal (Québec) H3B 3J1; email: dahbia.djouadi@cnesst.gouv.qc.ca.

Any person wishing to comment on the draft Regulation is requested to submit written comments within the 45-day period to Mohamed Aiyar, Vice-President for Prevention, Commission des normes, de l'équité, de la santé et de la sécurité du travail, 1600, avenue d'Estimauville, Québec (Québec) G1J 0H7; email: mohamed.aiyar@cnesst.gouv.qc.ca.

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Regulation respecting registration, travel and accommodation expenses of training programs on prevention and participation mechanisms in establishments

Act to modernize the occupational health and safety regime
(2021, chapter 27, s. 232, par. 10).

Act respecting occupational health and safety
(chapter S-2.1, s. 223, 1st par., subpars. 24.2 and 42).

DIVISION I SCOPE

1. The provisions of this Regulation apply to a person who must, in accordance with sections 78.1, 91 and 97.5 of the Act respecting occupational health and safety (chapter S-2.1), participate in a training program by reason of that person's designation as a health and safety committee member, a health and safety representative or a health and safety liaison officer.

DIVISION II REGISTRATION EXPENSES

2. The registration expenses for a training program are borne by the Commission des normes, de l'équité, de la santé et de la sécurité du travail for persons who have been designated as a health and safety committee member, a health and safety representative or a health and safety liaison officer and have obtained a training certificate.

The Commission pays the registration expenses directly to the instructors according to the terms and conditions that the Commission and the instructors have agreed on.

DIVISION III TRAVEL AND ACCOMMODATION EXPENSES

3. If the training program or a part of that program is not attended remotely and requires the person's presence at a place of training outside the usual workplace, the indemnities granted are the following:

(1) \$0.635 per km for transportation expenses according to the shortest road distance between the person's domicile and the place of training for each day that travel is required between the 2 places to participate in the training;

(2) \$65.40 per day of training for meal expenses, unless the duration of the training is three and a half hours, in which case that amount is reduced by half;

(3) \$15 per day of training for parking expenses.

The indemnities provided for in the first paragraph are also granted to a person who must participate in online training outside their usual workplace or their domicile if the person has participated in the training closest to their domicile and meets one of the following conditions:

(1) the person does not have access to the internet or to the equipment required to participate in the training;

(2) no suitable premises are available for the person; or

(3) the person does not have the knowledge needed to use the technological tools required to participate in the training.

4. In addition to the indemnities provided for in section 3, if the place of training is more than 120 km from the person's domicile, the person is entitled to the following indemnities:

(1) \$161 for each day of accommodation required to participate in the training if accommodation is required between 1 November and 31 May, or \$177 if accommodation is required between 1 June and 31 October;

(2) \$7.75 for each day with an overnight stay; and

(3) an indemnity corresponding to 10 km for each day of training, according to the rates set out in subparagraph 1 of the first paragraph of section 3, for travel between the place of accommodation and the place of training.

If the place of training is more than 320 km from the person's domicile, the person is entitled to the indemnities in subparagraphs 1 and 2 of the first paragraph for an additional day.

5. On presentation of supporting documents, the person referred to in section 4 is entitled to the reimbursement of meal expenses incurred for each day of travel that is not a training day, up to the following maximum eligible amounts, including tips and taxes:

(1) \$14.70 for breakfast;

(2) \$20.20 for lunch; and

(3) \$30.50 for dinner.

DIVISION IV

PAYMENT OF INDEMNITIES

6. To be entitled to the payment of the indemnities provided for in Division III, a person who has attended a training program must, within 12 months of the issue of their training certificate, file an application with the Commission by completing the form made available on the Commission's website.

The person must keep the supporting documents for the expenses incurred and the designation document for a period of 12 months from the time the application is filed in order to allow the Commission to verify that the person meets the requirements of this Regulation.

7. Within the scope of the application provided for in section 6, the Commission may, on presentation of the reasons in writing along with supporting documents, grant a supplementary amount, in addition to the indemnities provided for in Division III, because of exceptional circumstances, in particular if the length of the journey or poor road conditions make travel on the day of training difficult or dangerous.

8. The indemnities provided for in subparagraphs 1 and 2 of the first paragraph of section 3 and sections 4 and 5 are revalorized according to the amendments that the Conseil du trésor may make to the Directive sur les frais remboursables lors d'un déplacement et autres frais inhérents (C.T. 194603, 2000-03-30) as regards indemnities for kilometrage up to 8,000 km, meal expenses for each full day away and hotel accommodation expenses for Ville de Montréal. For the purposes of this Regulation, such amendments will be effective from 1 January following their adoption by the Conseil du trésor and apply only in respect of the expenses incurred as of that date.

The indemnity provided for in subparagraph 3 of the first paragraph of section 4 is revalorized on 1 January of every year according to the method provided for in sections 119 to 123 of the Act respecting industrial accidents and occupational diseases (chapter A-3.001).

The Commission publishes the revalorized amounts in Part 1 of the *Gazette officielle du Québec* and on the Commission's website.

DIVISION V

FINAL

9. This Regulation comes into force on 1 October 2025.

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