

# 2022 SECONDARY SKILLS CANADA ALBERTA VIRTUAL COMPETITION

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## CONTEST DESCRIPTION

CONTEST AREA: WORKPLACE SAFETY	LEVEL: Secondary
<b>COMPETITION SCHEDULE:</b> <b>Competition Date: Wednesday, April 13</b> Mandatory Registration – 8:00AM Mandatory Orientation - 8:30AM Hazard Identification – 9:00-11:00AM Submission due – 11:00AM OHS Presentations 12:30-2:30	<b>LOCATION: COMPETITOR’S SCHOOL. SEE COMPETITION FORMAT INFORMATION BELOW</b>  <b>LIVESTREAMED:</b> <b>YES – COMPETITORS WILL BE REQUIRED TO BE ON CAMERA THROUGH A PORTION OF THE COMPETITION</b>
<b>COMPETITION FORMAT: (VIRTUAL/ IN SCHOOL)</b> All secondary competitors will be competing with in their school environment and must arrange in advance with a teacher for a safe competition location, according to their school’s Covid-19 safety policies. They will need to prepare their competition space with all of the required tools, equipment, materials, and technology (as listed below) that will be needed to complete the competition. Teachers and competitors will need to work together to ensure the competitor is ready for success on their competition day.  Each competitor must have a teacher/supervisor available throughout the day, in case of incident. (Teacher/Supervisor must be present at the competition orientation.)  Competitors and Teachers should be prepared to receive additional information about the competition projects, livestreams, shipping, etc. prior to the competition. Please ensure you are double checking for emails from Skills, including checking junk mail.  <b>WEBEX LIVESTREAMS:</b> <b>Competition Registration and Orientation:</b> The competition will begin with a mandatory virtual registration. Competitors will join the assigned link that will be emailed to all registered competitors and registering teachers in advance. This will be the time that competitors are able to check in and ensure sound, cameras, and tech are working appropriately. The registration will be followed by competition orientation. Camera’s <b>MUST</b> be on and competitors visible on the camera during the orientation.  <b>Competition Livestream:</b> Competitors must remain on camera for their OHS Presentation. Camera’s <b>MUST</b> be on and competitors visible on the camera, as well as mics working. Competitors must consider their camera angle and lighting in advance of the competition. It is the competitor’s responsibility to ensure they are prepared for the competition livestream.	

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## PROJECT SUBMISSION LINK:

- <https://form.jotform.com/SkillsAB/2022SCAVC>
- Multiple files can be uploaded at once, each file has a maximum size of 1G. If file sizes are larger than 1G, please follow alternate instructions through the submission link.

**ACCEPTED FILE TYPE:** pdf, doc, docx, xls, xlsx, csv, txt, rtf, html, zip, mp3, wma, mpg, flv, avi, jpg, jpeg, png, gif. If you would like to submit a different type of file, please place it in a zip folder.

To create a zip file – Select all the files that you would like to submit and right-click your mouse, a menu will open, select Send To, and then click on Compressed (zipped) folder. A zip file will then be created containing your submission documents.

**Submissions for Hazard Identification will be due by 11:00AM. Please note: Late submissions sent after the date and time specified above will not be accepted.**

## SAFETY:

The health, safety and welfare of all individuals involved with Skills Canada Alberta are of vital importance. Safety is a condition of participation with Skills Canada Alberta and shall not be sacrificed for the sake of expediency. At the discretion of the judges and technical committees, any competitor can be denied the right to participate should they not have the required proper safety equipment and/or act in an unsafe manner that can cause harm to themselves or others.

**Safety Checklist:** It is the responsibility of each competitor and teacher to review the Safety Checklist in advance of the competition to ensure all safety requirements are met prior to the competition. During the official competition orientation, the Safety Checklist will be formally reviewed with competitors. The Safety Checklist is posted as a sperate document with the Contest Description.

**AWARDS CEREMONY INFORMATION:** Please join us for a live virtual awards ceremony on Friday, May 6<sup>th</sup> at 6:30PM.

**Please note:** This document is subject to change as competition information is updated. Competitors are responsible for staying up to date with the most recent information. Check the footer for last updated date. Changes will be highlighted in yellow.

## CONTEST INTRODUCTION

The purpose of this contest is to assess competitors' understanding of Occupational Health and Safety (OHS) principles, application and performance of OHS related duties including:

- Identifying hazards and recommend corrective actions
- Effectively communicating OHS information

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This contest will be comprised of two activities:

1. Hazard Identification (inspecting a virtual workplace) (Morning)
2. OHS presentation (preparing and delivering an online live OHS presentation to judges) (Afternoon)

## SKILLS AND KNOWLEDGE TO BE TESTED

- Apply core knowledge of OHS principles
- Ability to identify and assess workplace hazards and to recommend corrective actions
- Ability to effectively communicate and understand OHS information

## RECOMMENDED COMPETITION PREPARATION

- To assist with competition preparedness, competitors are highly encouraged register for and complete the Construction Safety Training System (CSTS 2020) course offered free by the Alberta Construction Safety Association (ACSA).  
For information, visit: [CSTS 2020 - yourACSA.ca](https://www.acsa.ca/csts2020)

## PROJECT DESCRIPTION

Tasks that will be performed during the contest:

### 1. Hazard Identification (Worth 40%)

Each competitor will be given a set of photos that are staged to show a number of hazards or dangerous work habits. Components of this activity include:

- Performing a virtual workplace inspection
- Identification of hazards that are physical, chemical, biological, ergonomic, etc. in nature
- Identification of hazards that may include such aspects as housekeeping, hazardous materials, personal protective equipment, unsafe equipment, first-aid, and signage
- Completion of a table naming the hazard, identifying the classification of the hazard, describing the potential injury associated with the hazard, and suggesting appropriate corrective action

*What are competitors required to do for this activity?*

- Each competitor will be given a set of photos (either viewed online or printed form) of a staged workplace or work practice.
- Each competitor will complete a hazard assessment form identifying **multiple hazards** for each pictured workplace / work practice.
- On each form, the competitor must identify the following:
  - What is the hazard?
  - What type of hazard? (Classification e.g. Ergonomic)

- What could happen?
- What needs to be done to control the hazard?
- An example is shown below:

Identified Hazard and Classification	What could happen?	What needs to be done to control the hazard?
Tool with frayed electrical cord (Safety)	Worker could get electrocuted	Cord needs to be removed from service and replaced with properly maintained tool
Unidentified bottle of liquid – Unknown substance (Chemical)	Worker can improperly use chemical creating potential reaction or exposure.	Workplace label required (WHMIS / GHS)

### *How will competitors be marked?*

For each hazard identified, the competitor will earn:

- Up to 1 mark (for a potential of 6 marks) for identifying a hazard and the classification of that hazard.
- Up to 1 mark (for a potential of 6 marks) for explaining why it is a hazard, or *“what could happen.”*
- Up to 1 mark (for a potential of 6 marks) for correctly describing *“what needs to be done to control the hazard,”* thus preventing injury.

### *What might competitors do to prepare for this activity?*

To prepare for this activity competitors may wish to:

- Use this link [https://www.ccohs.ca/oshanswers/hsprograms/hazard\\_risk.html](https://www.ccohs.ca/oshanswers/hsprograms/hazard_risk.html) to check out “What are examples of hazards?” and “What types of hazards are there?”
- Use this link <https://www.ccohs.ca/oshanswers/prevention/effectiv.html> to check out “What type of hazards do we look for in a workplace?”
- Do an online search of “workplace hazards.”
- Talk to parents and other experienced workers about hazards in their workplaces.
- Talk to a member of the Joint Health and Safety Committee at their school or workplace.
- Review the following examples of hazard classifications:

Hazard Classification	Example
Physical	Temperature, indoor air quality, mould, noise, radiation
Chemicals	Chemicals, WHMIS/GHS/SDS, leaking container, hazardous materials spill
Health	Biological, diseases, disorders, injuries, pandemics

Ergonomic	Lifting, pushing/pulling, lighting, office, sitting/standing, slips/trips/fall, shift work, tools, musculoskeletal disorders, awkward postures, repetitive motion
Psychosocial	Stress, Physical and Emotional violence/bullying
Safety	Driving, electrical, ladders, garages, ladders, machinery, material handling, tools, forklifts, platforms
Workplace	Confined spaces, indoor air quality, lasers, scents, temperature, ventilation, violence, weather, working alone

## 2. OHS Research/Presentation (Worth 60%)

Each competitor will be given a list of safety topics to choose from a week prior to competition start date. Competitors will select and research one safety topic from the list provided and be required to conduct a 5 minute live delivery of their presentation. Components of this activity include:

- Research of an OHS related topic to determine key information to be communicated
- Development of a dynamic and informative five-minute presentation
- Delivery of information in an effective and engaging manner

### *What are competitors required to do for this activity?*

- Competitors will choose from one of three safety topics (given a week prior to competition date). Some examples of previous topics include: Working at heights, Proper selection of PPE for your work environment, Ergonomics in the workplace, etc.
- Competitors will research the topic (i.e.: internet) outlining key points to be communicated
- Competitors will develop a five-minute presentation around their topic.
- Competitors may choose to incorporate the following formats within their presentation:
  - The use of presentation programs (Power Point, Prezi, etc.)
  - Presentation style (Visual, Freeform, Instructor, Coach, Storytelling, Connector, etc.)
  - Spoken, with hand-written/drawn visual aids (posters, pictures, diagrams, etc.)
  - A combination of the above
- Competitors are required to use their own devices with the required software that they want to use for their OHS Research/Presentation.
- At their scheduled time, each competitor will deliver their five-minute presentation in front of judges using WebEx. The WebEx link will be emailed out in advance.
- Presentations should include a brief introduction, content around chosen topic, and a conclusion. See Presentation Scoring Guide below.
- Competitors are required to indicate the “reference source” of the material used at the end of their presentation.



## How will competitors be marked?

- Competitors will be marked on how well they have researched their chosen topic.
- Competitors will be marked on the structure and content of the presentation they develop.
- Competitors will be marked on how well they are able to communicate the information they have prepared.

## Presentation Scoring Guide

	Marking Criteria	Potential Score
Research	<b>Engagement</b> <ul style="list-style-type: none"> <li>• Was the competitor enthusiastic?</li> </ul>	2
	<b>Time management</b> <ul style="list-style-type: none"> <li>• Was the competitors' presentation 5 minutes?                             <ul style="list-style-type: none"> <li>1 point less than 2 minutes</li> <li>2 points less than 3 minutes</li> <li>3 points less than 4 minutes</li> <li>4 points between 4 minutes and 6 minutes</li> <li>3 points if greater than 6 minutes</li> </ul> </li> </ul>	4
	<b>Sources used</b> <ul style="list-style-type: none"> <li>• Did competitor consult at least two reputable sources?</li> </ul>	4
Presentation	<b>Format used</b> <ul style="list-style-type: none"> <li>• Was the format chosen for the presentation appropriate?</li> </ul>	2
	<b>Organization of Content</b> <ul style="list-style-type: none"> <li>• Did the competitor make good choices about what key points to include in presentation?</li> <li>• Was there a logical sequence around presentation of key points?</li> </ul>	4
	<b>Visuals</b> <ul style="list-style-type: none"> <li>• Did visuals reflect care and attention?</li> <li>• Were visuals attractive and effective?</li> </ul>	4
Delivery	<b>Introduction</b> <ul style="list-style-type: none"> <li>• Did the competitor engage the audience right from the start with a dynamic introduction of themselves and the presentation?</li> </ul>	2
	<b>Delivery of key points</b> <ul style="list-style-type: none"> <li>• Did the competitor:                             <ul style="list-style-type: none"> <li>○ act with professionalism,</li> <li>○ effectively communicate key points,</li> <li>○ project well?</li> </ul> </li> </ul>	8
	<b>Conclusion</b> <ul style="list-style-type: none"> <li>• Did the competitor have a sense of closure of the presentation?</li> </ul>	2
	<b>Total</b>	<b>32</b>

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## *What might competitors do to prepare for this activity?*

Competitors may wish to review OHS websites, including, but not limited to the following:

- Canadian Centre for Occupational Health and Safety <https://www.ccohs.ca>
- Canadian Society of Safety Engineering <https://www.csse.org/>
- Websites of provincial/territorial regulatory bodies <https://www.alberta.ca>
- Young worker provincial/territorial websites: Alberta Alis <https://www.alis.alberta.ca/>
- Websites of provincial/territorial OHS associations and organizations
  - Alberta Association of Safety Partnerships (AASP) <https://www.aasp.ca/>
  - Alberta Construction Safety Association <https://www.youracsa.ca/>

## SUBMISSION REQUIREMENTS

**Hazard Identification:** A set of photos depicting hazards in a workplace will be available to the competitors either electronically or through their respective teachers. Competitors will complete their hazard assessment forms accordingly and submit as per submission link above by end of competition time for judging and marking.

The OHS Research / Presentation will be conducted in the competitor's respective school. Presentation will be completed through livestream. No submission required for this activity.

## EQUIPMENT & MATERIALS

### Competitor Provided Tools, Materials, and Equipment\*

Laptop computer with desired software to use for the OHS Research/Presentation	All materials required for the OHS presentation. (i.e.: Art supplies - felt pens, bristol board, glue sticks, etc.)
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\*Competitors and schools will need to work together to arrange for the tools, equipment, and materials provided by the competitor. If a competitor and/or school is not able to procure a certain item, please contact [mikes@skillsalberta.com](mailto:mikes@skillsalberta.com) to inquire if additional arrangements can be made.

## JUDGING CRITERIA

Hazard Identification	40%
OHS Presentation	60%
<b>Overall Total</b>	<b>100%</b>

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## TIE BREAKING PROCESS

In the event of a tie, the competitor with the highest score in the OHS Presentation will be declared the winner. If a second tie occurs, the competitor with the highest score in the Hazard Identification will be declared the winner.

## CLOTHING REQUIREMENT

Appropriate work clothing must be worn to compete. All clothing must be neat and clean, and free of rips and tears. Casual wear such as shorts and open toed shoes/sandals will not be permitted. No loose-fitting clothes or jewelry.

## RELATED CAREER AND TECHNOLOGY STUDIES COURSES

- NAIT – Occupational Health and Safety Diploma  
<https://www.nait.ca/programs/occupational-health-safety?term=2021-fall>
- University of Alberta – Occupational Health and Safety Diploma or Certificate  
[https://ext.ualberta.ca/cpe/search.html?area\[\]=health-safety-wellness](https://ext.ualberta.ca/cpe/search.html?area[]=health-safety-wellness)
- Alberta Construction Safety Association (ACSA) – National Construction Safety Officer (NCSO) & Health & Safety Administrator (HSA) <https://www.youracsa.ca/ncso-hsa/>

## ADDITIONAL INFORMATION

### Skills Canada Alberta Regional and Provincial Rules and Regulations

[Regional and Provincial Rules and Regulations](#)

### Competitor Registration

Registration for Secondary Skills Canada Alberta Virtual Competition will open online at <https://portal.skillsalberta.com/> on January 26, 2022 at 8:30 AM. There will be no registration fee for competitors to compete. Late cancellation or drop-spots fees may apply.

### Lunch

Lunch will NOT be provided.

### Virtual Awards Ceremony

The Virtual Awards Ceremony will take place **Friday, May 6<sup>th</sup> at 6:30PM**. A link will be made available on the website with additional information.

### Team Alberta Information

Top eligible medalists will compete virtually in the Skills Canada National Competition (SCNC) May 16-27, 2022. It is recommended that competitors review the SCNC contest description to be familiar with the national contest description and project at <http://www.skillsCanada.com/>.





If a competitor is not able to attend the SCNC, competitors MUST notify Katherine Kupchenko [katherinek@skillsalberta.com](mailto:katherinek@skillsalberta.com) prior to the start of competition. If a gold medalist is not able to attend the SCNC, the next top-ranking individual will be asked to participate.

### Ethical Conduct

We recognize that participants will be competing individually in their own unique environments. We expect all competitors to compete fairly, respecting and abiding by the established rules in the true spirit of Skills Canada Alberta.

### Letter of Participation

Competitors who participate in the 2022 Provincial Skills Canada Competition are eligible for a Letter of Participation that can be downloaded on the Registration Portal after the competition ends.

### Questions?

Please contact Whitney Koop [whitneyk@skillsalberta.com](mailto:whitneyk@skillsalberta.com) if you have any questions regarding the Contest Description.

### COMMITTEE MEMBERS

Craig Skelly	Nick Kladas	Marie Wiebe
Carole-Anne Chung	Angela Skelly	Brian Andrus