

Terms of Reference

Review of Part 40: Utility Workers – Electrical of the Occupational Health and Safety Code

Introduction

Part 40 (Utility Workers – Electrical) of the Alberta Occupational Health and Safety (OHS) Code outlines the industry-specific requirements for utility workers involved in electrical work such as power transmission, distribution and other related operations. Safety requirements for electrical utility workers in Alberta have been in place since 2009 in the OHS Code.

In March 2023, Part 17 (Overhead Power Lines) was reviewed and updated. While Part 40 was not reviewed at that time, it was also amended to align with changes to Part 17 which included the adoption of CAN/ULC-801-14, *Standard on Electric Utility Workplace Electrical Safety for Generation, Transmission and Distribution*.

The Technical Working Group (TWG) will make recommendations on changes to Part 40 for government consideration. Once the TWG meetings are complete, the government will determine what to publicly consult on, and following public consultation, decide on amendments to the OHS Code.

Goals and Objectives

The goal of this review is to modernize requirements while addressing industry concerns.

The review will be done with the following objectives in mind:

- update technical provisions to reflect current best practices for OHS;
- assess legislative framework to evaluate if outcomes can be improved through the use of outcome-based requirements to remove unnecessary administrative burden, while maintaining worker health and safety;
- address language to ensure they are clear and there are no inconsistencies that could impact implementation of the legislation; and
- create greater harmonization with other jurisdictions.

TWG Mandate and Scope

The mandate of the TWG is to review the requirements in Part 40, provide responses to technical questions and develop recommendations for the government to consider when revising the OHS Code.

The scope of the review will include:

- health and safety requirements unique to electrical utility work, which necessitate industry-specific provisions in the OHS Code to ensure the health and safety of utility workers;
- updates to technical standards to reflect best practices for health and safety and equipment or personal protective equipment used by the industry. This will include a review of CAN/ULC-801-14, *Standard on Electric Utility Workplace Electrical Safety for Generation, Transmission and Distribution* to address electrical industry stakeholder concerns;
- new requirements necessary to reflect hazards, new technologies and work processes on Alberta work sites;
- opportunities to replace prescriptive requirements with outcome-based requirements in the OHS Code, where appropriate; and
- opportunities to harmonize requirements with those in other jurisdictions in Canada.

Review Criteria and Process

The TWG will strive to achieve consensus on its recommendations. Consensus means the unanimous concurrence among the members. Where consensus is not achieved, non-consensus items will be noted. In such cases, Jobs, Economy, Trade and Immigration (JETI) will make the final decisions, based on its responsibility to reflect public policy and ensure the protection of workers.

Review Criteria

The TWG will identify provisions that are:

- outdated;
- conflict with or duplicate other requirements in the OHS Code;
- impose administrative burden without improving outcomes.

The TWG will propose changes which:

- reflect the current best practices and technologies for health and safety;
- reflect the work site operations and hazards on Alberta work sites;
- reduce unnecessary administrative burden, including the need for acceptances and approvals, as appropriate;
- improve clarity;

- consider alignment and opportunities for harmonization with other jurisdictions;
- address other relevant factors such as potential economic impact, while improving OHS outcomes.

Process for Review

The process will encompass the following steps:

1. The TWG is established by inviting stakeholders who represent employers, workers and the government, as well as subject matter experts, as appropriate.
2. In advance of the first meeting, after TWG members are finalized, JETI provides the TWG with a conversation starter for review.
3. The TWG conducts a review of the conversation starter to prepare for the meeting(s), considering information from the stakeholders they represent and the impact to their sector (technical and economic).
4. The TWG meets. JETI staff chair the discussions and document recommendations as well as areas of non-consensus.
5. TWG members communicate information back to their respective organizations and gather comments.
6. Final recommendations are provided to the government by the TWG as to how Part 40 should change.
7. JETI staff review non-consensus items and provide options to the government for addressing the areas of non-consensus.
8. Proposed changes undergo public consultation before government makes amendments to the OHS Code.
9. Proposed changes to Part 40 are submitted for government approval.

Key milestones and timelines are summarized in Appendix A.

Membership

The TWG will include representatives from industry, labour and the government and will be chaired by a representative from JETI. TWG membership will be based on the knowledge, ability and commitment of members to represent the technical concerns of their sector in the review process.

Each organization will designate one representative and one alternate for membership on the TWG. Representatives must have decision-making authority for the purpose of consensus making on behalf of their organizations. Only one representative for the organization will attend each meeting and organizations will not be permitted to send observers unless invited to do so by the Chair.

Meeting Roles and Responsibilities

Chair

The Chair for the TWG will be from JETI. The Chair is responsible for:

- facilitating group discussions;
- ensuring meeting minutes are maintained and disseminated to the group within five working days following a meeting;
- coordinating meetings; and
- disseminating information to the TWG.

Note Taker

The note taker will be designated by JETI. The note taker is responsible for:

- taking minutes at each meeting; and
- providing a draft of the meeting minutes to the Chair within two working days following a meeting.

Members

Members will be designated by the organizations. Each will designate one member and one alternate who will be responsible to:

- participate regularly in meetings and designating an alternate representative if unable to attend a meeting (Note that only one representative from each organization will attend meetings);
- develop and circulating within their organization written submissions as needed to inform discussion; and
- consult with their member association and representing the technical concerns of that group.

Appendix A: Proposed Timelines

Activity	Lead	Timeline
Send email requesting stakeholder organizations identify a representative and alternate to participate in the TWG. Attach the terms of reference.	JETI	November 3, 2025
Send supporting information and conversation starter to representatives and alternates.	JETI	November 17, 2025
TWG meetings held bi-weekly.	JETI, TWG	November - December 2025
Provide recommendations a) TWG provides recommendations along with rationale to JETI on Part 40. b) JETI to review and finalize recommendations for proposed changes and rationale on adoption of recommendations.	JETI, TWG	December 2025 January 2026