There are a number of requirements for CAIRS reporting and WorkSafe BC incident investigations that are relevant for faculty.

1) The injured person notifies their supervisor (for faculty this would be the department head) as they must be made aware of the incident.
2) The investigation should be conducted, per responsibility, by that supervisor (the department head in the case of faculty).
   a. Investigations may be delegated to appropriate persons with like accountabilities and abilities to affect change (another employer representative that has a higher up or lateral position including people from the LST or JOHSC).
3) A worker representative to participate in accident investigations.

The proposal I presented to Sean Graham (Botany Department Head) was:

1) The faculty representatives on the Botany LST serve as designated employer reps for investigating incidents involving faculty and filling out of the CAIRS report. The current representatives would be Abel Rosado or Brett Couch.
2) Once the CAIRS report is complete, the employer representative would send the department head the CAIRS incident summary. The head could then take additional action or affect change as necessary.
3) The employee representatives should highlight incidents that require additional action by the head and identify incidents that can be sufficiently addressed by the LST.