

Occupational Health & Safety

3400, 3.0 and Section M
2026/Winter

Course Information

Course Instructor: Ikram Muhammad
E-mail: ikramm@yorku.ca
Phone: N/A
Office Hours & Location: By Appointment

Course Time & Days: Mon 19:00- 21:50
Class Location: YK VH 1152A
Course eClass site: N/A

Land Acknowledgment

York University recognizes that many Indigenous Nations have longstanding relationships with the territories upon which York University campuses are located that precede the establishment of York University. York University acknowledges its presence on the traditional territory of many Indigenous Nations. The area known as Tkaronto has been care taken by the Anishinabek Nation, the Haudenosaunee Confederacy, and the Huron-Wendat. It is now home to many First Nation, Inuit, and Métis communities. We acknowledge the current treaty holders, the Mississaugas of the Credit First Nation. This territory is subject of the Dish with One Spoon Wampum Belt Covenant, an agreement to peaceably share and care for the Great Lakes region ([LA&PS Land Acknowledgement](#)).

Course Overview

Course Description

This course is an introduction to the field of occupational health and safety (OHS). For this purpose, this course offers an overview of the field, OHS legislative frameworks, physical and psychological hazards, recognition and assessment techniques, and relevant interventions. Furthermore, health positive OHS interventions that focus on work-family and individual wellness issues will be reviewed. As OHS is one of the key responsibilities of human resource professionals, the focus of the course will be on the applicability of the concepts and models presented. All content covered will be guided by the principles of evidence-informed practice.

Pre-Requisites:

Students are personally responsible to ensure that they have the prerequisites as stated in the course outline or in the course calendar. Students who do not have the prerequisites are at risk of being dropped from the course at any time during the course. The department will not

be responsible for refunds resulting from students being dropped from a course due to a lack of appropriate prerequisites.

Course Learning Objectives

By the end of this course, students will be able to:

- Recognize, assess and control physical, chemical, biological, ergonomic, and psychosocial hazards, with a focus on tools such as Job Safety Analysis, Risk Assessment and Accident Investigation.
- Describe the role of OHS management in meeting the needs of various stakeholders internal and external to the work-environment.
- Use appropriate management strategies in workplace Health, Safety and Wellness. Identify the legal aspects of OHS requirements across Canada with a focus on Ontario legislation.
- Describe role of Canada's Workers' Compensation Boards (with specific reference to WSIB in Ontario) in accident prevention and support of injured workers including rehabilitation.
- Discuss the current issues related to workplace health, safety and environment facing Human Resources professionals including corporate social responsibility, work-life balance, violence & harassment, emergency response planning and environmental responsibility.

Course Organization

Assignment 1: Short Essay **25%**

Assignment 2: OHS Report **25%**

Test 1: **20%**

Test 2: **20%**

Class Conduct and Participation: **10%**

Instructor Office Hours and Communication Guidelines

The office hours are by appointment only.

It is always challenging to maintain efficient and effective communication between the instructor and students. Please take a note of the following important communication policies for the course.

- If you have any questions on course policies, requirements, contents, etc., you could send an **email** directly to ikramm@yorku.ca. I will try to respond to your questions within 24-48 hours.
- If you have questions that may be of interest to the rest of the class, you could post them using **Open Forum** on the eClass course site so that other students can benefit from the questions and answers.

Required Course Materials

Kelloway, E. K., Francis, L., & Gatien, B. (2020). Management of occupational health and safety, 8th Edition. Nelson.

Technical Requirements

Several platforms will be used in this course (e.g., eClass, Zoom, etc.) where students will interact with course materials, the course director/TA, as well as with each other.

Need technical help? Check out the following helpful links for information resources and support:

- [Student Guide to eClass](#)
- [Zoom@YorkU Best Practices](#)
- [Zoom@YorkU User Reference Guide](#)
- [eLearning Getting Started](#) (LA&PS eServices)
- [Student Guide to Remote and Online Learning](#)

To determine Internet connection and speed, there are online tests, such as [Speedtest](#), that can be run. If you need technical assistance, please consult the [University Information Technology \(UIT\) Student Services](#) webpage or write to askit@yorku.ca.

Course Evaluations

Course Evaluation Chart

Assessment	Due Date	Weight %
Assignment 1: Short Essay	Jan 26, 2026	25%
Test 1	Feb 9, 2026	20%
Assignment 2: OHS Report	March 9, 2026	25%
Test 2	April 6, 2026	20%
Professional Class Conduct and Class Participation		10%
		100%

Assessment Descriptions

Assignment 1: Short essay: A list of current topics in occupational health and safety will be provided. Students are asked to choose a topic from the list that interests them and write a maximum 2000-word essay on the subject. The essay should clarify the following: 1) why is the topic important or of interest? 2) what are the latest research and/or legislations suggesting in relevance to the topic? And 3) what are the future challenges on the topic that HR professionals/researchers/legislators should address? While the essay should be based on solid research, referenced in APA style format, students are encouraged to have a critical lens and add their own unique perspectives. The short essay is due on **Jan 26**.

Assignment 2: OHS Report: The objective of this assignment is to encourage students to stay up-to-date on relevant OHS issues covered by the media. For this purpose, select an incident relevant to OHS issues in Canada (Preferably Ontario), covered by print/online news media within the last five years. Write a maximum 2500 words report that provides the following: 1) a summary of a health and safety incident that was reported on in print/online media. 2) an analysis of the relevant health and safety legislation and 3) a conclusion about how this event could have been avoided and what safety measures should be in place to prevent it in the future. Attach or embed the article/video in your report. The report is due on **March 9**.

Test 1: Test 1 will cover chapters, lectures, online discussion sessions, and any other course material covered up until Chapter 7. This will be an in-person test on **Feb 9**.

Test 2: Test 2 will cover chapters, lectures, online discussion sessions, and any other course material covered from test 1 up until Week 13. This will be an in-person test on **April 6**.

Professional Class Conduct and Class Participation:

Professional class conduct involves attending class, participating in class, and displaying a consistent attitude of professionalism and courtesy towards fellow students, the course director, the class, and the university in general.

- **Attendance:** Attendance means attending every class, arriving and leaving on time, refraining from stepping in and out of class outside of breaks, refraining from using electronic devices, and from engaging in side conversations.
- **Participation:** Participation means participating actively and consistently in class discussions and Q&A sessions, which requires prior class preparation and your consistent attendance.

How To Submit Assessments

All assessments must be submitted in the submission folder of the course on e-class.

Late Work Policy

It is the responsibility of the student to submit academic grade work on time, apart from extenuating circumstances, the policy on Academic Standards, Grades, and Conduct of Examination will be followed.

Missed Assessments, Tests and Exams

Exams results will determine students' grades. It is expected that all students will write the mid-term and final exam on the scheduled day, time, and location.

Students who choose to enroll in this course are personally responsible for ensuring that they can write the examination during the date/time specified by York University, and for ensuring that discretionary activities such as vacations do not conflict with examination dates and the academic requirements of this course. If the final examination is missed, a deferred exam can be written only when supporting medical documentation (accompanied by a signed physician's note) is provided to the School of HRM. Deferred final exams are common across all sections of HRM 3400, i.e., not just for the internet version of the course, and are cumulative in nature. If a student does not write the final exam and is not able to provide acceptable medical documentation for the missed exam, she/he will need to petition for a deferral to the faculty council.

How to Use Citations in this Course

Resources to help with citations:

- [I need to cite and reference](#), Learning Commons
- [Drop-in Research Support](#), York U Libraries
- [Writing Centre](#)
- [Student Papers & Academic Research Kit \(SPARK\)](#)

Grading

The grading scheme for this course confirms to the 9-point system used in undergraduate programs at York University. For a full description of the York grading system, visit the York University [Academic Calendar](#).

Grade	Grade Point	Percent Range	Description
A+	9	90–100	Exceptional
A	8	80–89	Excellent
B+	7	75–79	Very Good
B	6	70–74	Good
C+	5	65–69	Competent
C	4	60–64	Fairly Competent
D+	3	55–59	Passing

Grade	Grade Point	Percent Range	Description
D	2	50–54	Marginally Passing
E	1	40–49	Marginally Failing
F	0	0–39	Failing

Course Schedule

Important Dates

Explore York University's [Registrar's Office](#) to find a list of important dates, such as class start/end dates, drop deadlines, holidays and more.

Weekly Course Schedule

Week	Readings and Activities	Assessment Due Dates	Learning Outcomes
Week 1 Jan 5	Chapter 1: Introduction		
Week 2 Jan 12	Chapter 2: Legislative Framework		
Week 3 Jan 19	Chapter 3: Workers' Compensation		
Week 4 Jan 26	Chapter 4: Hazards, Risk, and Control SHORT ESSAY DUE	Jan 26 by 11:59pm.	
Week 5 Feb 2	Chapter 5: Physical Agents Chapter 6: Biological and Chemical Agents Chapter 7: Psychosocial Hazards		
Week 6 Feb 9	TEST 1	Feb 9th – IN CLASS	
Week 7 Feb 16	WINTER READING WEEK (Feb 14 – Feb 20)		

Week	Readings and Activities	Assessment Due Dates	Learning Outcomes
Week 8 Feb 23	Chapter 8: Workplace Violence, Aggression, and Harassment		
Week 9 March 2	Chapter 9: Training		
Week 10 March 9	Chapter 10: Motivation and Safety Management Systems THE OHS REPORT IS DUE	March 9 by 11:59pm.	
Week 11 March 16	Chapter 11: Emergency Planning Chapter 12: Incident Investigation		
Week 12 March 23	Chapter 13: Disability Management and Return to Work		
Week 13 March 30	Chapter 14: Workplace Wellness: Work-Family and Health Promotion Programs		
Week 14 April 6	Test 2	April 6 – IN CLASS	

Potential Modifications to the Course

The Course Director and the University reserve the right to modify elements of the course during the term. The University may change the dates and deadlines for any or all courses in extreme circumstances. If either type of modification becomes necessary, reasonable notice and communication with the students will be given with explanation and the opportunity to comment on changes. It is the responsibility of the student to check their York email and course websites weekly during the term and to note any changes.

Course Policies

Please review the course policies in this section. All students are expected to familiarize themselves with the following information:

- [Student Rights & Responsibilities](#)
- [Academic Accommodation for Students with Disabilities](#)

Academic Integrity and Conduct

Academic integrity is a fundamental and important value of York University. To maintain a fair and honest learning environment, you are responsible for understanding and upholding academic integrity in all courses and academic activities. You are encouraged to connect with reliable [on-campus resources](#) that support your coursework and academic honesty. To better understand the serious consequences of breaching academic honesty policies, familiarize yourself with the [Senate Policy on Academic Conduct](#). You can learn more about upholding academic integrity in your courses by exploring [SPARK: Academic Integrity Module](#), [LA&PS Academic Honesty](#) and [Academic Integrity for Students](#).

Generative Artificial Intelligence (GenAI)

Students are not permitted to use generative artificial intelligence (AI) in this course. Submitting any work created (in whole or part) through the use of generative AI tools will be considered a violation of York University's [Senate Policy on Academic Conduct](#). Using AI apps such as Microsoft Copilot, ChatGPT, DALL-E, translation software among others to complete academic work **without your instructor's knowledge or permission**, is considered a breach under York's Academic Conduct Policy. For more information, please review [AI Technology & Academic Integrity: Information for Students](#).

If you're not sure whether using an AI app for your academic work is acceptable, it is recommended that you:

- Carefully review the guidelines for your assessments
- Check for any messages from your instructor on eClass
- Ask your instructor or TA if they are permitting the use of these tools

Turnitin

To promote academic integrity in this course, you will normally be required to submit your written assignments to Turnitin (on the course's eClass site) for a review of textual similarities and the detection of possible plagiarism. In doing so, you are allowing your material to be included as source documents in the Turnitin.com reference database, where they will be used only for the purpose of detecting plagiarism. The terms that apply to the University's use of the Turnitin service are described on the [Turnitin.com website](#). York students may opt out of using Turnitin. If you wish to opt out, you should contact your instructor as soon as possible.

Accessibility

York University is committed to creating a learning environment which provides equal opportunity to all members of its community. If you anticipate or experience any barriers to learning in this course, please discuss your concerns with your instructor as early as possible. For students with disabilities, contact [Student Accessibility Services](#) to coordinate academic accommodations and services. Accommodations will be communicated to Course Directors through a Letter of Accommodation (LOA). Accommodations for tests/exams normally require

three (3) weeks (or 21 days) before the scheduled test/exam to arrange. To learn more, please visit [Accommodated Exam/Test Scheduling](#).

Religious Observance Accommodation

York University is committed to respecting the religious beliefs and practices of all members of the community and making reasonable and appropriate [accommodations to adherents for observances of days of religious significance](#). Should any of the dates specified in this syllabus for course assignments, tests, or deadlines conflict with a date of religious significance, please contact the instructor not less than two (2) weeks (or 14 days) prior to the date for which accommodation is sought. If the requested accommodation is for an exam or falls within the formal examination periods, you must complete and submit a [Religious Accommodation Agreement \(PDF\)](#) at least three (3) weeks (or 21 days) before the start of the exam period.

Academic Consideration for Missed Course Work

This policy applies to course assessments worth 20% or less of your overall course grade and does not apply to exams held during the final examination period. Students may self-declare two (2) 7-day consideration periods each 12-week term and one (1) 7-day consideration period per six-week term. An Attending Physician's Statement (APS) is not required for these self-declared absences. However, an instructor may request a signed APS for the final examination period, coursework worth more than 20% of the course grade and missed work outside of the self-declared academic consideration period(s).

Students can submit their self-declaration(s) for academic consideration [using eClass](#). Students are then responsible for contacting the instructor no later than two (2) business days after the end of the consideration period(s) to arrange details of any accommodation for missed coursework. If you do not do this, you may get a zero (0) on the missed work. Where courses have built-in accommodations already established, the instructor may decline providing additional accommodations under this policy. For further details, please review the [Policy on Academic Consideration for Missed Course Work](#).

Final Examination Identification Policy

For final exams in this course, you must present a valid York University official photo identification card ([YU-card](#)) to verify your identity. Also, you will need to sign the exam's attendance roster. Learn more about preparing for your exams by reviewing York's Policies on [Conduct of Examinations](#) as well as the Registrar's Office [Examination Tip Sheet](#).

Intellectual Property

Course materials are designed for use as part of this particular course at York University and are the intellectual property of the instructor unless otherwise stated. Third-party copyrighted materials (such as book chapters, journal articles, music, videos, etc.) have either been licensed for use in this course or fall under an exception or limitation in Canadian copyright law. Students may not publish, post on an Internet site, sell, or otherwise distribute any course

materials or work without the instructor's express permission. Course materials should only be used by students enrolled in this course.

Copying this material for distribution (e.g., uploading material to a commercial third-party website) may lead to a charge of misconduct according to York's [Code of Student Rights and Responsibilities](#), the [Senate Policy on Academic Conduct](#), and/or legal consequences for copyright violations.

Student Support and Resources

York University offers a wide range of student supports resources and services, including everything from writing workshops and peer mentorship to wellness support and career guidance. Explore the links below to access these on-campus resources:

- [Academic Advising](#) is available to provide students support and guidance in making academic decisions and goals.
- [Student Accessibility Services](#) are available for support and accessibility accommodation when required.
- [Student Counselling, Health & Wellbeing](#) offers workshops, resources and counselling to support your personal wellness and academic success.
- [Peer-Assisted Study Sessions \(PASS\) Program](#) provides free study sessions where students collaborate and enhance their understanding of course content in select courses.
- [Student Numeracy Assistance Centre at Keele \(SNACK\)](#) supports students in courses involving math, statistics, coding and Excel.
- [The Writing Centre](#) provides multiple avenues of writing-based support including drop-in sessions, one-to-one appointments, a Multilingual Studio and an Accessibility Specialist.
- [Centre for Indigenous Student Services](#) offers a community space with academic, spiritual, cultural and physical support, including writing and learning skills programs.
- [ESL Open Learning Centre \(OLC\)](#) supports students with building proficiency in reading, writing and speaking English.
- [Learning Skills Services](#) offers workshops, resources and tips on learning-related topics like time management, note-taking, studying and exam prep.
- [Learning Commons](#) links to supports for writing, learning skills, career development, exam preparation and other learning-related resources.
- [Roadmap to Student Success](#) is a collection of timely and targeted resources to help students achieve academic, personal and professional success at different stages of their university journey.
- [Office of Student Community Relations \(OSCR\)](#) is responsible for administering the [Code of Student Rights & Responsibilities](#) and provides critical incident and conflict resolution support.

- [Peer Mentorship](#) helps students transition through their first year by connecting them with upper-year students. The mentors can help students find supports and resources. They also lead a community hub on campus.
- [goSAFE](#) is staffed by York students and can accompany York community members to and from any on-campus location, such as the Village Shuttle pick-up hub, parking lots, bus stops or residences.

For a full list of academic, wellness and campus resources visit [Student Support & Resources](#).