




2021 IEC Fee & Rate Schedule

*For reference in the IEC Registration
Application and Client Contracts*

 IEC Fee and Rate Schedule				
Document Revision Log				
Date	Rev	Section	Comment	Doc Owner
Nov 2019	1	All	Initial issue of document	V. Gagner
Nov 2020	2	General	Document formatting / 2021 update	V. Gagner
		Partnership	Payment terms	
		Database	Privacy policy	
		Other OHS Courses	Delete electrical awareness, modify forklift training	
		Contacts	Updated contact info. to new location	

2021 IEC Fee and Rate Schedule



1.0 INTRODUCTION

1.1 IEC Partnership

The IEC Partnership includes:

- Operating sites in the Sarnia-Lambton region that are recognized members of the IEC
- Full members of the Sarnia Construction Association
- Members of the Sarnia-Lambton Building and Construction Trades Council
- Lambton College

IEC Partners. Purchases made by IEC Partners may be invoiced or paid by credit card. There are no penalties for cancellations or re-bookings made by IEC Partners; however, outstanding payments are tracked and reported to the IEC Board.

Non-IEC Partners. Purchases made by non-IEC Partners must be pre-paid using a credit card or other acceptable means. IEC Course cancellations are fully refunded or rebooked if made 48 hours prior to the course. Audit cancellations are fully refunded or rebooked if made 5 business days prior to the audit. By exception only, relatively high-volume customers that are not partners may approach the IEC directly to arrange monthly billing.

We apologize for the inconvenience, but the IEC no longer accepts cash. For further clarity, the party that makes the booking with the IEC is responsible for making payment. The IEC registration application allows our Partners to summarize, track and recover training costs from sites and/or building trades as appropriate. Please direct all questions regarding invoicing / payment to accounting@iecpartnership.com.

1.2 IEC Database

The IEC Registration Application (App) provides our IEC Partners with global access to IEC training information to enable regional confirmation of course completion that is pre-requisite in Sarnia-Lambton for site / company access.

The IEC App provides all non-IEC Partners with access to training information for all workers that they booked into training at the IEC for tracking and updating.

Access to information aligns with our Privacy Policy as provided at [IEC Privacy Policy](#).

2021 IEC Fee and Rate Schedule

2.0 FEES AND RATES

Please note that all costs listed in the following tables do not include applicable government taxes.

2.1 General

Service	Description	Cost	Per
<i>Membership Fees</i>	IEC does not currently collect “member fees” – this is subject to annual IEC Board review	\$0	Year
<i>Standard Hourly Rate</i>	Rates for contracted services at the IEC (e.g. consulting, custom course development, supplemental audit support, etc.)	\$70.00	Hour
<i>After Hours Rate</i>	Any work performed outside of normal business must be booked in advance; costs follow normal rates plus mobilization, venue, and any identified overtime staffing.	\$140.00 (min)	Hour
<i>Mileage</i>	Fee for driving outside of City of Sarnia (> 10 km from office)	\$0.57	km
<i>Record Fee</i>	Record fees are included in all IEC course costs. IEC sites may log their orientations into the IEC database at no fee. Record fees apply to non-IEC instructor uploads and any use of the database for logging internal training records.	\$3.00	Record
<i>Field Cards</i>	TASC, Hazard Recognition, Near Miss	\$0.12	Card

Any work performed by the IEC that is outside of standard services shall be completed under contract with reference to scope, deliverables, timelines, expenses, and service fees based on the above table.

2.2 Safety Management Assessment (SMA) Program Services

Service	Description	Cost	Per
<i>IEC Partner SMA (valid – 1 yr)</i>	SMA audits conducted for IEC Partnership including ISNetworkworld upload of audit score	\$550.00* / 0.00**	Audit
<i>Non-IEC Partner SMA (valid – 1 yr)</i>	SMA audits for non-IEC partner organizations including ISNetworkworld upload of audit score	\$650.00*	Audit

*Additional hourly rates and mileage apply for mobilization to sites located more than 10 km from the IEC.

**No charge to full members of the Sarnia Construction Association (costs recovered by IEC from SCA)

2.3 Instructor Development Courses

Course	Description	Cost	Per
<i>Train the Trainer</i>	PSD-TRAIN . This is an interactive program designed to cover topics specific to adult education. Participants learn about course development, acquire facilitation skills, and take part in practical exercises throughout the session to develop their preparation, delivery, and assessment methods.	\$500.00	10-12 hrs

2.4 Site-Specific Orientation Courses

Course	Description	Cost	Per
<i>Arlanxeo, Cabot, IOL, NOVA, Shell, Suncor, TransAlta</i>	VARIOUS COURSE CODES. These courses are site-specific orientations developed by member companies and delivered by IEC staff. The fee, as listed, is charged to each registrant. A separate fee is charged to the member site company per contractual arrangement.	\$5.00	variable

2.5 Leadership Courses

The Leadership Development Program was created in collaboration with members of the IEC Partnership in response to an opportunity for building an incident-free culture. Shifts in the safety culture depend on leaders who advocate for change. These courses focus on developing the interpersonal skills necessary to inspire and build these core leadership competencies.

Course	Description	Cost	Per
<i>Communication Skills for Supervisors</i>	LDR-SUPM1. This is the foundational course in the four-module Leadership Development Program. The goal is for participants to be able to engage others through quality conversations. Participants will be given relevant, practical applications in which to practice these skills.	\$70.00	3.5 hrs
<i>Influence for Positive Results</i>	LDR-SUPM2. This is the second course in the Leadership Development Program. It incorporates Personality Dimensions®, used for building self-awareness, self-esteem, and effective communication strategies. It teaches participants how to flex their natural communication style to suit given situations. <i>Prerequisite – 90 days + LDR-SUPM1</i>	\$70.00	3.5 hrs
<i>Building Relationships</i>	LDR-SUPM3. This is the third course in the Leadership Development Program. It provides participants with a set of skills that helps them build productive partnerships in the workplace. It also brings focus to relationships at three different organizational levels: across the workplace, within a team, and with individuals. <i>Prerequisite – 90 days + LDR-SUPM2</i>	\$70.00	3.5 hrs
<i>Resolving Conflict</i>	LDR-SUPM4. This is the final course in the Leadership Development Program. It focuses on circumstances where supervisors could potentially encounter conflict at work. It provides them with the skills to resolve actual and potential workplace health and safety concerns in a constructive manner. <i>Prerequisite – 90 days + LDR-SUPM3</i>	\$70.00	3.5 hrs

2021 IEC Fee and Rate Schedule

2.6 IEC Safety Partnership Courses

Course	Description	Cost	Per
<i>Basic Safety Orientation (valid - 3 yrs)</i>	BSO-BSOPF . The interactive worker safety awareness program is a requirement to work at IEC member sites. This course complies with Ontario Regulation 297/13, Section 1(3) and is designed to provide participants with information about regional occupational health and safety hazards and controls. <i>Prerequisite – proof of WHMIS</i>	\$110.00	8 hrs
<i>Basic Safety Recertification (valid – 3 yrs)</i>	BSO-BSRCT . This course is a follow-up to the BSO program. It is designed not only to refresh the standardized safety concepts introduced in BSO, but also to re-energize people’s passion for safety and promote an incident-free culture. <i>Prerequisite – BSO-BSOPF or BSO-BSRCT</i>	\$100.00	4 hrs
<i>Confined Space Attendant & Entrant (valid – 3 yrs)</i>	GEN-CSATT . This awareness training program is intended to provide participants with the knowledge necessary to function as an entrant or attendant (hole watch) and to work safely in and around confined spaces. Participants will learn about regulatory requirements of Ontario Regulation 632/05.	\$100.00	3 hrs
<i>General Safety Watch / Attendant (valid – 3 yrs)</i>	GEN-SWATT . This awareness training provides knowledge necessary to be a Safety Watch / Attendant for mobile equipment (i.e. spotter), supplied air (i.e. bottle watch), and hot work (i.e. spark watch). <i>Important - this course is NOT for Confined Space Attendants (i.e. hole watch).</i>	\$50.00	1.5 hrs
<i>Observation Based Safety</i>	GEN-OBSTR . Observation Based Safety (OBS) is a half day course modelled on Behaviour Based Safety (BBS). OBS is a process for collecting and measuring data for the continuous improvement of safety performance in the workplace. This course covers OBS process, principles of OBS, practical applications, measurement, and barriers to success.	\$100.00	4 hrs
<i>Working at Heights (valid – 3 yrs)</i>	HGT-WRKHT . This program is designed and delivered by the IEC in accordance with the MOL Working at Heights Training Program Standard. It ensures that workers exposed to the hazards of falling from heights have adequate knowledge about the hazards, personal fall protection equipment, and general safety practices needed to work safely at heights.	\$145.00	8 hrs
<i>Working at Heights Refresher (valid – 3 yrs)</i>	HGT-WAHRE . This training reinforces key learning outcomes for workers who are exposed to the danger of falling from heights on construction projects, and will update participants on any legislative, regulatory or equipment changes. <i>Prerequisite – Working at Heights from an approved training provider</i>	\$85.00	4.5 hrs

2.7 IEC Respiratory Fit Testing

Course	Description	Cost	Per
<i>Fit Test Half Face Respirator (valid – 2 yrs)</i>	Designed in accordance with CSA standard Z94.4-11, this course provides participants with the knowledge required to use a "half face" respirator. It includes personal verification of mask sizing for the selected brand of mask.	\$50.00	30 min
<i>Fit Test Full Face Respirator (valid – 2 yrs)</i>	Designed in accordance with CSA standard Z94.4-11 to this course provides participants with the knowledge required to use a "full face" respirator. It includes personal verification of mask sizing for the selected brand of mask.	\$50.00	30 min
<i>Fit Test Full + Half Face Respirator</i>	See above ½ face and full-face fit test descriptions.	\$75.00	30 min
<i>Fit Test SABA (valid – 2 yrs)</i>	This course is designed to provide participants with the basic knowledge and awareness of manufacturer procedures for "Supplied Air Breathing Apparatus". It includes personalized verification of mask sizing for selected brand of mask, use of an escape pack, and Bottle Attendant roles and responsibilities.	\$100.00	1 hr
<i>Fit Test SCBA (valid – 2 yrs)</i>	This course is designed to provide participants with the basic knowledge and awareness of manufacturer procedures for "Self-Contained Breathing Apparatus". It includes personalized verification of mask sizing for selected brand of mask, proper donning and doffing of the SCBA pack, and safe use of equipment.	\$100.00	1 hr
<i>Fit Test SABA + SCBA</i>	See above SABA and SCBA fit test descriptions.	\$150.00	1 hr
<i>Fit Test PAPR (valid – 2 yrs)</i>	This course is designed to provide participants with the basic knowledge and awareness of manufacturer procedures for a "Powered Air Purifying Respirator". It includes personalized verification of mask sizing for selected brand of mask, donning and doffing of the equipment, and proper use and care of the battery pack and blower motor.	\$100.00	1 hr
<i>Fit Test Dust Mask N95 (valid – 2 yrs)</i>	Designed in accordance with CSA standard Z94.4-11, this course provides participants with the knowledge required to use a "N95 dust mask" respirator. It includes personal verification of mask sizing for the selected brand of mask.	\$50.00	30 min

2021 IEC Fee and Rate Schedule

2.8 Other OHS Regulated Courses

Course	Description	Cost	Per
<i>Gas Testing Awareness (valid – 3 yrs)</i>	CAS-GASTE. This course provides participants with the basic knowledge and awareness of gas detection equipment and to recognize the importance of conducting gas testing in hazardous areas.	\$80.00	2.5 hrs
<i>WHMIS</i>	CAS-GHS15. This course was developed by CCOHS in partnership with the Workplace Hazardous Materials Bureau of Health Canada and is delivered in an online e-learning format.	\$25.00	1 hr
<i>Online Forklift Safety Awareness (valid – 3 yrs)</i>	FLT-FRKL. This online course reviews the care and operation of electric or internal combustion forklifts (class I, II, III, IV, V). It includes assessment of capacity and stability under different conditions, requirements of pre-operational inspection, general features, controls, and safe operation. A practical demonstration of core competencies must be completed within a year at site.	\$200.00	4-6 hrs
<i>Practical Forklift (valid – 3 years)</i>	FLT-FRKLTP. Onsite verification of operator competencies established in FLT-FRKL.	70.00	Hour
<i>First Aid, Emergency (valid – 3 yrs)</i>	GEN-FIREM. This Red Cross Program reviews lifesaving first aid and CPR – Level C skills for workplace or home. It meets identified legislative requirements and includes the latest first aid and CPR guidelines.	\$100.00	8 hrs
<i>First Aid, Standard (valid – 3 yrs)</i>	GEN-FIRST. This Red Cross Program is a comprehensive review of first aid and CPR – Level C skills for those roles that are required to respond to health-related emergencies. This course meets identified legislative requirements and includes the latest first aid and CPR guidelines.	\$140.00	14 hrs
<i>Overhead Crane, Hoist and Rigging (valid – 3 yrs)</i>	MCH-CRANE. This course is for participants expected to work with or near overhead cranes. It provides a basic understanding of the hazards and controls used to manage risks associated with bridge, full gantry, half gantry, and jib (overhead) cranes. Course is based on OHSA, Industrial Regulation 851, and identified CSA Standards.	\$100.00	3 hrs
<i>Transportation of Dangerous Goods (valid – 3 yrs)</i>	TRS-TDGTR. This course provides basic information that shippers, handlers, and carriers need for road transport of dangerous goods. It aligns directly with identified regulation. Employers must provide additional job specific training for safe shipping and handling of dangerous goods.	\$85.00	4 hrs

2021 IEC Fee and Rate Schedule

2.9 External Instructor Accreditation

Service	Description	Cost	Per
<i>Respiratory Fit Test Instructor Accreditation</i>	TTT-AIRPUR. This program will prepare, evaluate, mentor, and accredit trainees to instruct and verify IEC Respiratory Fit Testing. It allows instructors to only train and test participants from their respective organizations. It includes a lesson plan, instructor resources, presentation notes, handouts, and answer keys.	\$700.00	Accred
<i>Respiratory Fit Test Instructor Verification</i>	AUD-AIRPUR. Annual audit of instructor to verify and maintain accreditation of IEC Respiratory Fit Testing. <i>Prerequisite</i> – IEC Respiratory Fit Test Instructor Accreditation	\$200.00	Verify
<i>Confined Space Instructor Accreditation</i>	TTT-CSATT. This program will prepare, evaluate, mentor, and accredit trainees to instruct IEC Confined Space Attendant and Entrant. It allows Instructors to train and test participants from their respective organizations. It includes a lesson plan, instructor resources, presentation notes, handouts, and answer keys. <i>Prerequisite</i> – Confined Space Attendant & Entrant	\$1300.00	Accred.
<i>Confined Space Instructor Verification</i>	AUD-CSATT. Annual audit of instructor to verify and maintain accreditation of IEC Confined Space Attendant and Entrant. <i>Prerequisite</i> – Confined Space Instructor Accreditation	\$500.00	Verify
<i>Safety Watch/Attendant Instructor Accreditation</i>	TTT-SWATT. This program will prepare, evaluate, mentor, and accredit trainees to instruct IEC Safety Watch/Attendant for Mobile Equipment, Supplied Air and Hot Work. It allows Instructors to train and test participants from their respective organizations. It includes a lesson plan, resources, presentation notes, handouts, and answer keys. <i>Prerequisite</i> - Safety Watch/Attendant for Mobile Equipment, Supplied Air and Hot Work	\$800.00	Accred.
<i>Safety Attendant Instructor Verification</i>	AUD-SWATT. Annual audit of instructor to verify and maintain accreditation of IEC Safety Attendant for Mobile Equipment, Supplied Air and Hot Work. <i>Prerequisite</i> – Safety Watch/Attendant Instructor Accreditation	\$250.00	Verify
<i>Working at Heights Instructor Accreditation</i>	TTT-WRKHT. This program will prepare, evaluate, mentor, and accredit trainees to instruct IEC Working at Heights. It allows Instructors to train participants from their respective organizations. It includes lesson plan, instructor resources, presentation notes, handouts, and answer keys. <i>Prerequisite</i> – IEC Working at Heights	\$2500.00	Accred.
<i>Working at Heights Instructor Verification</i>	AUD-WRKHT. Annual audit of instructor to verify and maintain accreditation of IEC Working at Heights. <i>Prerequisite</i> – IEC Working at Heights Instructor Accreditation	\$1000.00	Verify

2021 IEC Fee and Rate Schedule



3.0 CONTACTS

3.1 Questions / Inquiries – IEC Partnership

Sarnia-Lambton Industrial Educational Cooperative – IEC Membership

Vince Gagner, General Manager, IEC

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519-704-0531

Sarnia Construction Association – SCA Full Membership

Andy Pilat, General Manager, SCA

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Sarnia-Lambton Building and Construction Trades Council – SLBCTC Membership

John Swart, President, SLBCTC

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3.2 Questions / Inquiries – IEC Services

IEC Courses and Instructor Accreditation

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