

Voluntary Registration Policy

What is the Voluntary Registration policy?

The Workplace Safety and Insurance Board (WSIB) believes employers are more likely to comply with their registration obligation under the *Workplace Safety and Insurance Act (WSIA)* if they are treated fairly and have the information, advice and other services they need to meet this obligation. As a result, the WSIB has created a new policy called Voluntary Registration (VR). Under this new policy, employers who are not registered with the WSIB but should be registered, will be encouraged to step forward and register their business with terms that are favourable.

When does an employer need to register with the WSIB?

Employers who are in industries that are covered on a compulsory basis are required to register with the WSIB within 10 days of hiring their first worker.

Why is the Voluntary Registration Policy of special interest to employers?

Employers who are not registered with the WSIB, and who should be, can be faced with significant financial and legal penalties if they are discovered through WSIB-related investigations. Rather than be discovered, employers who choose to voluntarily register will pay no retroactive premiums during the full amnesty phase, no penalties for not reporting, no reconciliation interest on retroactive premiums, and will not be prosecuted under the *Provincial Offences Act* at the time of registration. In addition, during the permanent program, they will pay limited retroactive premiums, depending on when they register.

When can employers register their business under VR?

Employers can register their business under VR as of October 29, 2007. VR has been set up in two stages.

Full Amnesty – October 29, 2007 to March 31, 2008 inclusive

The WSIB will provide full amnesty to employers who register their business with the WSIB between October 29, 2007 and March 31, 2008 inclusive. Full amnesty means no retroactive premiums, no penalties or reconciliation interest, and no prosecution under the *Provincial Offences Act* at the time of registration. The effective date for registration will be the date of voluntary disclosure or the contact date.

Permanent Program – effective April 1, 2008

The WSIB will provide partial amnesty to employers who register their business with the WSIB on or after April 1, 2008. Partial amnesty means no penalties for not reporting, no reconciliation interest on retroactive premiums, and no prosecution under the *Provincial Offences Act* at the time of registration. However, during this period, the effective date for registration is the date of first hire or January 1 of the year preceding the date of voluntary registration, whichever is later. This means the maximum retroactive premium that employers will be required to pay will be for the current year plus one prior year.

Will VR apply to employers who are identified through other means?

No, the incentives provided under the new policy will not apply to employers who are identified through investigative processes, including the following:

- the WSIB's information sharing agreement with the Canada Revenue Agency (CRA),
- revenue recovery activities,
- discovery through an employer audit,
- registration initiated by an injury to a worker,
- the result of findings from a WSIB special investigation, or
- similar circumstances where the employer did not step forward to register voluntarily.

How can employers initiate registration under this new policy?

Registration can be initiated by telephone, letter, facsimile, e-mail or in-person.

Who can I contact for further information?

For further information, check the WSIB website at <http://www.wsib.on.ca> . To register your business call 1-800-387-0080 or contact the WSIB office nearest you. To find the nearest office check the office locator on the WSIB website.

Workplace Safety and Insurance Board

Ontario's Workplace Safety and Insurance Board (WSIB) plays a key role in the province's occupational health and safety system. Funded by employers, the WSIB is one of the top 10 disability insurers in North America. In addition to a strong prevention mandate, the WSIB provides insurance for injuries and illnesses incurred in workplaces covered under the *Workplace Safety and Insurance Act* and supports early and safe return to work.

This information is available in several languages and formats. Call our information hotline at 416-344-4999 toll-free 1-800-465-5606 or Telephone Service for the Deaf (TTY): 1-800-387-0050
Pour obtenir un exemplaire en français, composez le 1-800-465-5606.