

OCCUPATIONAL AND ENVIRONMENTAL SAFETY & HEALTH OPERATIONAL PROCEDURE

Subject: Emergency Eyewash Stations

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Supersedes: May 2009

Review Date: 3 years or legislation or job changes

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1.0 GUIDING PRINCIPLES

- 1.1 In keeping with the Winnipeg Regional Health Authority (WRHA) commitment to providing a safe and healthy workplace as noted in the WRHA 'Workplace Safety and Health' policy (20.20.030), the following Operational Procedure has been developed to ensure the safety of staff through the provision, maintenance, and use of emergency eyewash equipment.
 - 1.2 This operational procedure is also designed to ensure that when followed the minimum requirements of Manitoba Workplace Safety and Health legislation is complied with and where possible exceeded.
 - 1.3 As with all matters relating to the Safety and Health of workers, the Workplace Safety and Health Committee should be consulted for their input.
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2.0 DEFINITIONS

- 2.1 **The Act:** The Workplace Safety and Health Act W210 of Manitoba.
- 2.2 **Committee:** Means a workplace (occupational) safety and health committee established under section 40 of the Workplace Safety and Health Act.
- 2.3 **Employer:** Every person who, by himself or his agent or representative employs or engages one or more workers, and the Crown and every agency of the government.
- 2.4 **Supervisor:** Means a person who has charge of a workplace or authority over a worker.
- 2.5 **Worker:**
 - 2.5.1 Any person who is employed by an employer to perform a service whether for gain or reward, or hope of gain or reward or not.
 - 2.5.2 Any person engaged by another person to perform services, whether under a contract of employment or not
 - 2.5.3 Any person undergoing training or serving an apprenticeship at an education institution or at any other place.

- 2.6 **Director:** The person administratively responsible for the department or unit. Director includes heads of departments.
- 2.7 **OESH:** The Occupational and Environmental Safety and Health Department.
- 2.8 **Eyewash:** A device to irrigate and flush the eyes.
- 2.9 **Flushing Fluid:** Potable water or other medically accepted fluid such as preserved buffered saline solution.
- 2.10 **Global Harmonization System (GHS):** GHS stands for the Globally Harmonized System of Classification and Labeling of Chemicals. GHS defines and classifies the hazards of chemical products, and communicates health and safety information on labels and safety data sheets).
- 2.11 **MSDS or SDS – Safety Data Sheet:** SDS is the term used by GHS for Material Safety Data Sheet (MSDS). The GHS SDS has 16 sections in a set order, and minimum information is prescribed.
- 2.12 **Personal Eyewash:** Supplementary eyewash (e.g. eyewash bottle) that supports plumbed or portable self-contained eyewash equipment.
- 2.13 **Plumbed eyewash equipment:** Unit that is permanently connected to a source of water.
- 2.14 **Portable self-contained eyewash equipment:** An eyewash device that contains its own flushing fluid that must be monitored and refilled or replaced after each use.
- 2.15 **WHMIS 2015:** Federal and Provincial Legislation for classification and labeling of chemicals which includes the changes from GHS.

3.0 OPERATIONAL PROCEDURE

- 3.1 The facility/site/program shall determine the need for emergency eyewash equipment by evaluating the potential risk to workers in consultation with site Workplace Health and Safety Committee and OESH.
- 3.2 In consultation with OESH and the Workplace Safety & Health Committee when applicable the site WHMIS inventory and Material Safety Data Sheets shall be used to assess the risk of exposure to hazardous, irritating or corrosive substances. If there are substances in the area that are considered corrosive or extremely irritating to the eye/face, the risk shall be evaluated for harmful exposure. If the risk is reasonably high, eyewash equipment is required.
- 3.3 The facility/site/program must provide the number and type of emergency washing equipment that is sufficient to address the risk of exposure as determined by the risk assessment.
- 3.4 Eyewash equipment shall be located on the same level and as close to the hazard as possible. There must be unimpeded access within 10 seconds from the area working with chemicals identified in 3.2.
- 3.5 In addition to the emergency washing equipment, an employer may still provide a personal eyewash unit to a worker to immediately flush an eye injury. After using personal eyewash unit staff must proceed to the nearest eyewash equipment to continue flushing.

- 3.6 The facility/site/program must ensure that the emergency washing equipment provided meets the requirements and is installed, tested, and maintained in accordance with ANSI Standard Z358.1-2014, *American National Standard for Emergency Eyewash and Shower Equipment* in addition to the manufacturers' specifications. As per ANSI Standard
 - 3.6.1 The flushing fluid in all eyewash equipment must allow for a 15 minute flow with tepid water. Temperature range of 16-38 degrees.
 - 3.6.2 Eyewash equipment must be inspected weekly for flow, leaks, cleanliness, and accessibility.
- 3.7 Written records of all checks, testing, inspection and maintenance must be maintained. Refer to Appendix A.

4.0 RESPONSIBILITIES

4.1 Employer

- 4.1.1 Act in accordance with the objects and purposes of the Act by ensuring, so far as is reasonably practicable, the safety, health and welfare at work of all his workers, and complying with the Act and regulations.
- 4.1.2 Ensure that all workers, particularly supervisors, foremen, charge hands or similar persons, are acquainted with any safety or health hazards which may be encountered by the workers in the course of their service and that workers are familiar with the use of all devices or equipment provided for their protection.

4.2 Facility/Program Executive Team

- 4.2.1 Assign responsibilities to staff within the facility/program to ensure the implementation of this operational procedure.
- 4.2.2 Ensure resources (information, training, tool, equipment, and time) are available to provide and maintain 4.2.1.
- 4.2.3 Support the Operational Procedure throughout the facility/program.

4.3 Directors/Managers/Supervisors

- 4.3.1 Ensure that eyewash equipment located in their area of responsibility is inspected on a weekly basis as indicated in 3.6.2.. Documentation must be kept.
- 4.3.2 Ensure that all workers in their area of responsibility who may be required to use the eyewash equipment have received training in accordance with the requirements of ANSI Standard Z358.1-2014 and manufacturer's specifications as outlined in 5.0

4.4 Facility Management Department

- 4.4.1 Determine the need for emergency eyewash equipment in their area of responsibility as outlined above.
- 4.4.2 In consultation with OESH determine the types and locations for eyewash stations throughout the facility/site/program.
- 4.4.3 Ensure that the eyewash equipment throughout the facility/site/program is maintained annually as per the ANSI Standards.
- 4.4.4 Ensure that written maintenance documentation is maintained.

4.5 Worker

- 4.5.1 Use the emergency eyewash equipment to provide on-the-spot decontamination or to flush away hazardous substances that can cause injury. The eye must be flushed for a minimum of 15 minutes. Medical assistance should be sought immediately after first aid has been administered.

4.6 Facility/Site/Program/Department Workplace Safety and Health Committee

- 4.6.1 Consult with the facility/site/program on the development and implementation of this operational procedure.
- 4.6.2 Review and monitor the effectiveness of this operational procedure.
- 4.6.3 Inspect the installed eye wash equipment as part of their regularly scheduled inspections.

4.7 Occupational and Environmental Safety & Health

- 4.7.1 Consult with the facility/site/program on all aspects of this operational procedure.
- 4.7.2 In consultation with Facility Management determine the types and locations for eyewash stations.

5.0 TRAINING REQUIREMENTS

- 5.1 The training program must be workplace specific, effective, and updated annually or when changes which may affect the procedure are introduced in the workplace.
- 5.2 Workers who may be required to use the eyewash equipment must receive training in accordance with the requirements of ANSI Standard Z358.1-2014 and manufacturer's specifications.
 - 5.2.1 Training must involve understanding of the proper use and locations of the eyewash stations. Practical "hands-on" training is necessary and workers need to demonstrate competency in using the equipment.
- 5.3 All training must be documented. Records must be retained as required by the Manitoba Workplace Safety and Health Act and Regulations.
- 5.4 Retraining will be offered if necessary or upon request.

REFERENCES:

Government of Manitoba. (2002). *The Workplace Safety and Health Act – W210*. Winnipeg: Queen's Printer. www.safemanitoba.com

Government of Manitoba. (2006). *The Workplace Safety and Health Regulation – 217/2006*. Winnipeg: Queen's Printer. www.safemanitoba.com

ANSI Standard Z358.1-2014, Emergency Eyewash & Shower Equipment

Appendix A – Eyewash Station Inspection Checklist
Appendix B – ANSI Standard Summary Sheet

