# The Workplace Safety and Health Act
# And Regulation

# Self Audit Tool

***This document summarizes the Act and Regulation.***
***For legal purposes please consult Chapter W210 –***
***The Workplace Safety and Health Act and***
***the Workplace Safety and Health regulation.***
***They can be accessed at [www.gov.mb.ca/labour/safety](www.gov.mb.ca/labour/safety)***

Winnipeg Regional Health Authority
Office régional de la santé de Winnipeg

Workplace Safety and Health Act Regulation

After four years of consultation and review processes which began with the changes to the Workplace Safety and Health Act in 2002 a new regulation was released in Fall 2006 and takes effect on February 1, 2007.

The new legislative package combined and modernized the twelve pre-existing regulations and adds other areas which had been identified as health and safety issues requiring legislative direction. These new sections include: healthcare, ergonomics, violence, harassment, asbestos, etc.)

There are 44 parts to the new regulation. The regulation also now refers specifically to codes and standards such as ANSI, CSA, etc.

This self-audit tool is designed to assist in ensuring compliance with the requirements of the Workplace Safety and Health Regulations in a question/answer format.

Shaun Haas
Safety Coordinator
Deer Lodge Centre
And Consultant to the WRHA
Personal Care Home Program
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Winnipeg Regional Health Authority | Office régional de la santé de Winnipeg

Elements of a Workplace Safety and Health Program
Defined under the Workplace Safety and Health Act

**What criteria must the program meet?**

- ☐ Is your program workplace specific?
- ☐ Does it have commitment at the highest level of management?
- ☐ Does it have workers input and involvement?
- ☐ Has it been developed in consultation with the workplace safety and health committee?
- ☐ Does it have a mechanism to assign specific responsibilities and a system for accountability?
- ☐ Does it include an evaluation mechanism?
- ☐ Is each of your program elements in writing?
- ☐ Is it readily available to workers and the committee?
- ☐ Does it include a statement of the safety and health responsibilities of contracted employer(s) and self-employed person(s)?

## OHS Policy

- ☐ Is the policy written?
- ☐ Is the policy communicated to all employees, supplies and contractors?
- ☐ Is the policy posted?
- ☐ Do all employees understand it?
- ☐ Does it specify who is responsible and accountable?
- ☐ Are resources allocated?
- ☐ Does it demonstrate commitment?
- ☐ Is the policy communicated to new employees in orientation?

## Identify and Control Hazards - *also see part 2.1 of the Regulation*

- ☐ Have the hazards of work processes, equipment, and materials been proactively examined and the risks assessed?
- ☐ Has a job hazard analysis been done for each hazardous job?
- ☐ Have you identified known and potential risks?
- ☐ Do you encourage workers to bring forward concerns?
- ☐ Has a mechanism been set up to address the concerns of workers?
- ☐ Have you developed safe work procedures?
- ☐ Has safety and health been incorporated into all work procedures?
- ☐ Have specific responsibilities been assigned for dealing with the concerns of workers and following-up on the effectiveness of corrective action?
- ☐ Is a mechanism in place to communicate to workers information about hazards and their risks?
- ☐ Have hazard controls been put in place (elimination, engineering, etc.)?

## People and Resources to deal with Emergencies

- ☐ Have you identified situations that could result in emergencies i.e. fire, chemical spill?
- ☐ Do you have a written emergency plan for all emergencies identified?
- ☐ Does it include the following?
    - ☐ How is an emergency declared?
    - ☐ Who is designated to carry out emergency plans?
    - ☐ What training do they need?
    - ☐ What are their responsibilities and duties?
    - ☐ What emergency equipment is required?
    - ☐ How do you call in internal and external resources?
    - ☐ Do you keep records of emergency training?

## Statement of Responsibilities

- ☐ Do you have written duties and responsibilities regarding workplace safety and health?
- ☐ Does in include the consequences of not carrying out duties?
- ☐ Do you have a means of ensuring accountability?
- ☐ Do you keep records of managers, supervisors, and workers safety and health performance?

## Schedule Inspections

- ☐ Does your schedule identify what will be inspected, (work areas, equipment, tools, procedures, practices, and so forth), by whom, and how frequently?
- ☐ Does it include inspections of work procedures and production processes?
- ☐ Does it state what inspection records must be produced to ensure accountability?
- ☐ Does it provide for correcting defects found during each inspection?
- ☐ Does it state what training is required for those who carry out inspections?

*Also see part 2.4 (1) of the regulation*

- ☐ If a risk is identified, do you ensure that any unsafe condition is corrected as soon as is reasonably practicable, and in the interim, ensure that immediate steps are taken to protect the safety and health of any person who may be at risk.

## Plans to control chemical and biological hazards

- ☐ Have you prepared an inventory of chemicals and biological hazards?
- ☐ Do you have an MSDS control system?
- ☐ Are MSDS readily available to employees?
- ☐ Are records of worker training kept?
- ☐ Are records of environmental monitoring kept, if needed?
- ☐ Are records of ventilation system maintenance kept, if needed?
- ☐ Is a plan for control of infectious substances kept, where required?

*Also see Part 35 WHMIS and Part 36 – Chemical & Biological Hazards of the Regulation*

## A plan to safeguard contracted employer(s) or self-employed person(s) at your workplace.

- ☐ Do you have criteria for selecting and evaluating contracted employer(s) or self-employed person(s)?
- ☐ Do you have procedures for monitoring contracted employer(s) or self-employed person(s)?

## A Training plan for supervisors and workers

- ☐ Do you keep records of orientation?
- ☐ Do you keep records of training required by the regulations (such as training required for forklift operators, and so forth)?
- ☐ Do you keep records of crew talks?
- ☐ Are responsibilities for training clearly assigned?
- ☐ Are records kept of training provided to the workplace safety and health committee co-chairpersons?
- ☐ Does your training plan must cover the safety and health training needs of workers and supervisors.
- ☐ Does the plan must determine how safety and health training will be developed and delivered, and by whom.

## Develop a procedure to investigate incidents, dangerous occurrences, and refusals to work

- ☐ Have you assigned responsibilities in writing for conducting investigations?
- ☐ Do you keep records of training?
- ☐ Do you have written procedures for conducting investigations?
- ☐ Do you keep accident investigation reports?
- ☐ Do you keep records of corrective action and follow-up measures that have been taken to ensure the action is effective?

*Also see regulation Part 2.6-2.9*

## Develop a strategy to involve workers

- ☐ Have you established an effective workplace safety and health committee?
- ☐ Do you maintain workplace safety and health committee minutes?
- ☐ Do you follow-up on concerns brought forward by the committee and ensure corrective action is effective?
- ☐ Do you keep records of committee inspections?
- ☐ Do you keep records of audits conducted by the committee?
- ☐ Do you keep records of worker participation in the development and implementation of policies, plans, and procedures required by the regulations?

*Also see Part 3 - Workplace Safety and Health Committees and Representatives - of the Regulation*

## Regularly evaluate and revise your program

- ☐ Have you identified and clearly defined a process to evaluate and revise your program within the time intervals specified in the regulations?

*The program must be completely reviewed every three years. Full or partial reviews and revision are required when there are changes in the workplace that may affect the health or safety of workers, or when defects are discovered*.

## WORKPLACE SAFETY AND HEALTH ACT – REGULATION *effective February 1, 2007*

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## Part 2 – General Duties

- ☐ Have you developed and implemented safe work procedures in consultation with the Workplace Safety and Health Committee for the work that is done at the workplace?
- ☐ Do you train workers in the safe work procedures?
- ☐ Do you ensure that workers comply with those safe work procedures?
- ☐ Do you ensure that workers have ready access to the Workplace Safety and Health Act, each regulation made under the Act that applies to the workplace or to work done at the workplace, and each code of practice approved and issued by the director that relates to a regulation under the Act that applies to the workplace or any work done at the workplace.
- ☐ When a worker informs you that she is pregnant or nursing, do you inform the worker of any known or foreseeable risk that conditions at the workplace pose or may pose to the safety or health of the worker or to her unborn or nursing child; and so far as is reasonably practicable, take steps to minimize the exposure of the worker to the condition that creates the risk, or if alternate work is available that involves no risk or less risk and the worker is reasonably capable of performing that work, assign the worker temporarily to that alternative work without loss of pay or benefits?
- ☐ When a serious incident occurs at a workplace, do you immediately and by the fastest means of communication available, notify the division of the incident and provide the required information?
- ☐ Do you ensure that each serious incident, accident or other dangerous occurrence that injures a person, and results in the person requiring medical treatment, or that had the potential to cause a serious incident is investigated as soon as reasonably practicable after it occurs by the co-chairpersons of the committee at the workplace or their designates?
- ☐ Is a written report including the required information prepared?
- ☐ Do you ensure that all records required to be made or retained under this regulation is not destroyed or disposed of for the period prescribed in this regulation for the specific class of records; or if there is no prescribed period, for five years after the record is made or comes into the possession of the employer.

## Part 3- Workplace Safety and Health Committees

- ❑ Do committee member serve for a term of two years and continue to hold office until reappointed or re-elected or until a successor is appointed or elected or is the term of office specified in the union's constitution?
- ❑ Does your committee meet at regular intervals not exceeding three months?
- ❑ Is three day's notice given of a regularly scheduled committee meeting?
- ❑ Do you provide the committee with a suitable location for committee meetings and appropriate resources for carrying out its duties and functions?
- ❑ Are special meetings called by either co-chairperson of the committee to deal with matters of urgent concern, including but not limited to serious incidents, accidents, dangerous occurrences or matters believed to constitute a serious risk to the safety or health of a worker or other persons?
- ❑ Is quorum of the committee one-half of the worker members and one-half of the members?
- ❑ Has your committee established written rules of procedure meeting the requirements of the regulation for discharging its duties under the Act?
- ❑ Does your committee ensure that the minutes of each committee meeting are
    - o recorded in a format acceptable to the division?
    - o signed by the co-chairpersons?
    - o kept at the workplace for a period of at least 10 years from the date of the meeting?
    - o copied to the employer?
- ❑ Do you ensure that within seven days of receiving a copy of the minutes of a committee meeting, a copy is sent to the division and to each committee member?
- ❑ Do you provide a bulletin board in a prominent place in the workplace that is readily accessible to workers for the exclusive use of committee members, in connection with safety and health matters?
- ❑ Is the following information posted on the bulletin board?
    - o the name of each committee member and the date each member's term of office expires
    - o the scheduled dates of committee meetings,
    - o the agenda for each meeting,
    - o a copy of the minutes of each committee meeting, which must be signed by the co-chairpersons and must remain posted until all matters of concern recorded in the minutes are resolved, and
    - o any item recommended to be posted by a committee member;
- ❑ Do you provide information respecting lost-time injuries at the workplace to the committee members?

## Part 4 – General Workplace Requirements

- ❑ Have you ensured as much as is reasonably practicable, that your workplace has appropriate air quality, is adequately ventilated and contaminants and impurities are prevented from accumulating in the air at a workplace?
- ❑ Is your mechanical ventilation system designed and installed in accordance with the requirements of the *Manitoba Building Code*, and any applicable municipal code, standard or by-law?
- ❑ Does your mechanical ventilation system provide sufficient amounts of air to replace the air it exhausts from the workplace?
- ❑ Is your mechanical ventilation system and any associated humidification equipment, inspected and maintained by a competent person at a frequency that is sufficient to protect the safety and health of workers, to minimize the growth of biological contaminants and their dissemination through the system; and to ensure that its ventilation openings are kept free of obstructions and sources of contamination?
- ❑ Are floors, platforms, walkways, ramps and stairs available for use by a worker maintained in a state of good repair and kept free of slipping and tripping hazards?
- ❑ Do you ensure that an adequate supply of potable drinking water is available to workers at a workplace?
- ❑ Do you ensure that the workplace has toilet and handwash facilities as required?
- ❑ Have you implemented safe work procedures and control measures for workers who are exposed to conditions that may create a risk because of heat or cold?
- ❑ Have workers been provided with information, instruction and training in the symptoms of thermal stress and the precautions to be taken to avoid injury from thermal stress?
- ❑ Have you established and maintained thermal conditions, including air temperature, radiant temperature, humidity and air movement, in an indoor workplace that are appropriate to the nature of the work being done for indoor workplaces?
- ❑ Do you ensure that the workplace is equipped with sufficient lighting to allow a worker to perform his or her job safely?
- ❑ Is your facility equipped with adequate emergency lighting that operates if the regular lighting system fails and provides sufficient lighting to enable workers to perform necessary emergency shut-down procedures, to leave the workplace safely, and to restore the regular lighting system
- ❑ Do you ensure that a worker does not eat or drink in a part of a workplace that is, or may be, contaminated by a hazardous substance?

## Part 5 – First Aid

- ☐ Do you supply first aid services in the workplace in accordance with this Part?
- ☐ Do you ensure that a worker is aware of the location at which first aid services are available in the workplace?
- ☐ Do you ensure a worker who becomes ill or is injured at the workplace receives assistance, as required, from a qualified first aider?
- ☐ Do you ensure that the minimum number and type of first aiders, as set out in regulation, are present during working hours at a workplace?
- ☐ Do you maintain a list of the name and work location of each first aider?
- ☐ Do you ensure that a copy of the list is provided upon request to a committee member or representative at the workplace, and posted in a conspicuous location at the workplace?
- ☐ Do you ensure that any illness or injury suffered by a worker in the course of the worker's work is promptly recorded and that the records are retained for five years from the date the record is made?
- ☐ Do you ensure that a seriously ill or injured worker is transported to a medical facility at your expense?
- ☐ Do you provide additional first aid services that are determined to be appropriate based on an occupational hazard that is not adequately addressed in the regulation?
- ☐ Do you ensure that anything in the workplace that has been contaminated by blood or bodily fluids is disposed of or cleaned by a competent person in a manner that prevents a worker from being exposed to the blood or bodily fluids?
- ☐ Do you provide first aid kits that meet the requirements set out in Schedule B, Part 5 of the Regulation
- ☐ Do you ensure a personal first aid kit that meets the requirements set out in Schedule B Part 5 of the Regulation is provided to a worker who works alone and who does not have ready access to a first aid kit?
- ☐ If more than 100 workers per shift are employed, do you provide a first aid room which is easily accessible to workers at all times and which meets the requirements?

## Part 6 – Personal Protective Equipment

- ☐ Do you ensure that, to the extent practicable, the safety and health of each worker is protected by the design of the workplace or work process; the use of engineering controls; and the implementation of safe work procedures?
- ☐ Do you ensure that a worker wears and uses personal protective equipment where risks have been identified?
- ☐ Do you ensure that a worker wears and uses personal protective equipment during the period necessary to implement other control measures?
- ☐ Do you ensure that a worker wears and uses personal protective equipment in the event of an emergency in the workplace, including a spill or discharge of a hazardous substance?
- ☐ Have you developed and implemented safe work procedures for the use of personal protective equipment in the workplace?
- ☐ Are the safe work procedures consistent with those established by the manufacturer?
- ☐ Have you trained workers in those safe work procedures?
- ☐ Do you ensure that workers comply with those safe work procedures?
- ☐ Do you provide a worker at no cost the equipment appropriate for the risks associated with the workplace and the work?
- ☐ Do ensure that the equipment is stored in a location that is clean, secure, and readily accessible by the worker?
- ☐ Do you ensure that the equipment is immediately repaired or replaced if it is defective?
- ☐ Do you ensure that before providing personal protective equipment to a worker, the equipment is fit for its purpose, as determined by the employer inspecting it and testing it or carrying out any pre-use procedure in accordance with the manufacturer's specifications?
- ☐ Do you ensure that the equipment provided fits the worker correctly and can be used by the worker without an adverse effect to the worker's safety or health from the use of the equipment?
- ☐ Do you ensure that the worker is informed of and understands the safety or health risk for which the equipment is designed and the limitations, if any, in the protection it provides?
- ☐ Do you ensure that workers who are provided with personal protective equipment wear or use it in accordance with the manufacturer's specifications?
- ☐ Are workers aware that they must inform the employer if it becomes defective or fails to provide the protection that it was intended to provide?

*High Visibility Safety Apparel*

- ☐ Do you provide workers who are exposed to the risk of injury from a moving vehicle or powered mobile equipment high visibility safety apparel that meets the requirements of CAN/CSA-Z96-02, *High-Visibility Safety Apparel*

*Welding/Cutting Skin protection*

- ☐ Do you provide personal protective equipment - skin protection that meets the requirements of CAN/CSA-W117.2-01 (R2006), *Safety in Welding, Cutting and Allied Processes* or a safeguard that provides equivalent protection and is appropriate for the risk to a worker whose skin is exposed to risks from sparks, molten metal or ionizing or non-ionizing radiation?

*Skin Protection*

- ☐ Do you provide personal protective equipment that is appropriate for the risk if there is a risk of injury to a worker's skin from radiant heat or a sharp or jagged object which may puncture or abrade the skin?

*Protective clothing*

- ☐ Do you provide protective clothing to worker appropriate to the risk if a work process may create a risk to their safety or health from contamination of the worker's skin or clothing by a hazardous substance?

- ☐ Do you launder or dispose of the protective clothing on a regular basis?
- ☐ Do you provide a place to store the worker's street clothing that is separate from the place where the worker's personal protective clothing is stored.?

*Protective headwear — not a construction project*

- ☐ Do you provide a worker with protective headwear that is appropriate for the risk and meets the requirements of CSA Standard Z94.1-05, *Industrial Protective Headwear — Performance, Selection, Care and Use* or ANSI Z89.1-2003, *American National Standard for Industrial Head Protection*, if there a risk of injury to the worker's head, including a significant possibility of lateral impact to the worker's head or from contact with an exposed energized electrical conductor.

*Footwear*

- ☐ Are workers responsible for providing for themselves with protective footwear that is appropriate for the risk associated with the worker's workplace and work and meets the requirements of CSA Standard-Z195.1-02, *Guideline on Selection, Care, and Use of Protective Footwear*, or CAN/CSA Standard-Z195-02, *Protective Footwear*, if the worker may be at risk of injury from a heavy or falling object or from treading on a sharp object?

*Eye and face protectors*

- ☐ Do you provide a worker who is exposed to flying objects or particles, splashing liquids or molten metal, ultraviolet, visible or infrared radiation any other material, substance or matter an eye or face protector that meets the requirements of CAN/CSA-Z94.3-02, *Eye and Face Protectors* and CSA Standard Z94.3.1-02, *Protective Eyewear: A User's Guide*, and that is appropriate for the risk?

*Note: Prescription lenses or prescription eyewear are not included as eye protectors under this section*.

*Hand, arm, leg and body protection*

- ☐ Do you provide a worker with hand, arm, leg or body protective equipment that is appropriate for the risk and to the workplace if there is a risk of injury to the worker's hands, arms, legs or torso?

*Respiratory Protection*

- ☐ Do you ensure that respiratory protective equipment provided to a worker is
  - o appropriate for the risk to which the worker is or may be exposed, as determined by the employer;
  - o selected, used and maintained in accordance with CAN/CSA-Z94.4-02, *Selection, Use, and Care of Respirators*;
  - o of proper size, and that it makes an effective seal to the facial skin of the worker where a tight fit is essential to its proper functioning;
  - o kept in a convenient and sanitary location when not in use, and that it is not exposed to extremes of temperature or to any contaminant that may inactivate it; and
  - o not shared by workers, unless it is cleaned before different workers use it.
- ☐ Do you ensure that a worker using the respiratory protective equipment is adequately trained by a competent person in the proper fit, testing, maintenance, use and cleaning of the equipment and in its limitations?
- ☐ Do you ensure that a worker using the respiratory protective equipment is able to test, maintain and clean the equipment?
- ☐ Do you ensure that the worker using the respiratory protective equipment is able to use the equipment safely?
- ☐ Do you ensure that the worker inspects and tests the equipment before each use?

## Part 7 – Storage of Materials, Equipment, Machines and Tools

- ❑ Do you ensure that all workplace materials, equipment, machines and tools are stored in a manner that does not create a risk to the safety or health of a worker or affect the safe operation of the workplace?
- ❑ Are all racks and frames used to store materials, equipment, machines or tools designed, constructed and maintained to support the load placed on them?
- ❑ Are all racks and frames placed on firm foundations that can support the load?
- ❑ Are commercially manufactured racks and frames installed, used and maintained in accordance with the manufacturer's specifications?
- ❑ Are racks that exceed a 3:1 height-to-depth ratio suitably anchored, externally braced or properly secured to a building or structure?
- ❑ Are all racks and frames used outdoors to store materials, equipment, machines or tools designed, constructed and maintained to support loads placed on them by wind, wind gusts and other environmental conditions?
- ❑ Do you provide a post or guardrail connected to the floor around a rack column where there is a risk that powered mobile equipment may collide with it?
- ❑ Do you ensure that when stacking material, including brick, steel and bags that the materials are stored on level and stable platforms and are not piled to a height that could endanger the stability of the pile as per the requirements of the regulation?

## Part 8 – Musculoskeletal Injuries

- ☐ Do you ensure that a risk is assesses when aware, or ought reasonably to have been aware, or has been advised, that a work activity creates a risk of musculoskeletal injury?
- ☐ On the basis of the assessment, do you implement control measures to eliminate or reduce, so far as is reasonably practicable, the risk of musculoskeletal injury to the worker?
- ☐ Do you monitor the effectiveness of any control measure implemented to eliminate or reduce the risk of musculoskeletal injury?
- ☐ Do you implement further control measures where the monitoring identifies that a risk of musculoskeletal injury is not being or has not been eliminated or reduced where it is reasonably practicable to do so?
- ☐ Do you ensure that every worker who may be exposed to a risk of musculoskeletal injury is informed of the risk and of the signs and common symptoms of any musculoskeletal injury associated with the worker's work
- ☐ Do you ensure that every worker who may be exposed to a risk of musculoskeletal injury receives instruction and training respecting any control measure implemented by the employer?

## Part 9 – Working Alone or in Isolation

- ☐ Have you identified any workers that are the only worker for that employer at that workplace at any time and are not directly supervised by the employer, or another person designated as a supervisor by the employer, at any time?
- ☐ Have you identified any workers working in circumstances where assistance is not readily available in the event of injury, ill health or emergency?
- ☐ Have you identified the risks arising from the conditions and circumstances of the worker's work in consultation with the Workplace Safety and Health Committee?
- ☐ Have you, so far as is reasonably practicable, taken steps to eliminate or reduce the identified risks to workers working alone or working in isolation?
- ☐ Have you developed and implemented safe work procedures that meet the requirements to eliminate or reduce the identified risks to workers working alone or working in isolation?
- ☐ Have you trained workers in the safe work procedures?
- ☐ Do you ensure that workers comply with the safe work procedures?
- ☐ Have you posted a copy of the safe work procedures in a conspicuous place at the workplace?
- ☐ Do you review and revise the procedures not less than every three years or sooner if circumstances at a workplace change in a way that poses a risk to the safety or health of a worker working alone or in isolation?

## Part 10 – Harassment

- ☐ Have you developed and implemented in consultation with the Workplace Safety and Health Committee a written policy that meets the requirements to prevent harassment in the workplace?
- ☐ Do you ensure that workers comply with the harassment prevention policy?
- ☐ Is a copy of the harassment prevention policy posted in a conspicuous place at the workplace?

## Part 11 – Violence in the Workplace

- ☐ Have you identified and assessed the risk of violence in the workplace in consultation with the Workplace Safety and Health Committee?
- ☐ Have you developed and implemented a violence prevention policy meeting the requirements in consultation with the Workplace Safety and Health Committee?
- ☐ Have you trained workers in the violence prevention policy?
- ☐ Do you ensure that workers comply with the violence prevention policy?
- ☐ Is the violence prevention policy posted in a conspicuous place at the workplace?
- ☐ Do you inform workers of the nature and extent of the risk when a risk of violence in the workplace is identified?

## Part 12 – Hearing Conservation and Noise Control

- ☐ Have you conducted a noise exposure assessment in areas where a worker is or is likely to be exposed to noise at a workplace in excess of 80 dBA or where a worker is or is likely to be exposed to noise at a workplace in excess of 80 dBA?
- ☐ Is the noise exposure assessment in compliance with CAN/CSA Standard-Z107.56-06, *Measurement of Occupational Exposure to Noise?*
- ☐ Has a copy of the written report been placed in a conspicuous place in the workplace?

*Workplaces where workers are likely to be exposed to noise levels between 80 and 85 dBA Lex*

- ☐ Have you informed the affected workers about the hazards of the level of noise?
- ☐ On the request of the worker, have you provided him or her with a hearing protector that complies with CAN/CSA Standard-Z94.2-02, *Hearing Protection Devices — Performance, Selection, Care, and Use*, and information about the selection, use and care of the hearing protector?

*Workplaces where workers are likely to be exposed to noise levels over 85 dBA Lex*

- ☐ Have you, if reasonably practicable, implemented sound control measures that reduce the noise to which the worker is exposed to 85 dBA Lex or less?

*If it is not reasonably practicable to implement sound control measures, or the sound control measures implemented by you do not reduce the worker's noise exposure to 85 dBA Lex or less,*

- ☐ Have you informed the worker about the hazards of the level of noise; provided the worker with a hearing protector that complies with CAN/CSA Z94.2-02, *Hearing Protection Devices — Performance, Selection, Care, and Use*, and reduces the worker's noise exposure to 85 dBA Lex or less, and information about the selection, use and care of the hearing protector?
- ☐ At the employer's expense, have you provided the worker with an initial baseline audiometric test as soon as is reasonably practicable but not later than 70 days after the worker is initially exposed to that noise level and a further test at least once every year after the initial baseline test all conducted by a physician, audiologist or an industrial audiometric technician whom you have engaged?
- ☐ Do you ensure that the audiometer being used to conduct the test meets the requirements of CAN/CSA CAN3-Z107.4-M86 (R2001), *Pure Tone Air Conduction Audiometers for Hearing Conservation and for Screening*, and provides pure tones of selected frequencies at calibrated outputs and is used to measure pure tone air conduction hearing threshold levels; and meets the octave band sound pressure levels in the regulation?
- ☐ Does the industrial audiometric technician, physician or audiologist administering an audiometric test record the results of the test; retain a copy of the test record for a period of at least 10 years from the date of the test; and provide a copy of the test results to the worker?
- ☐ If the results of an audiometric test indicate an abnormal audiogram or show an abnormal shift, does the industrial audiometric technician, physician or audiologist administering the test advise the worker of the test results; request that the worker provide a relevant medical history; and if he or she is not the physician or audiologist engaged by the employer, forward the results, the relevant medical history and a baseline audiogram to that physician or audiologist?
- ☐ Does the physician or audiologist engaged by you who receives results of an audiometric test that indicate an abnormal audiogram or show an abnormal shift, review the test results, the worker's medical history and the baseline audiogram; and prepare/distribute/retain a written report as per the regulation?
- ☐ Do you ensure that an annual written is prepared and distributed as outlined in the regulation?
- ☐ Have you posted warning signs at the entrance to any work area where the noise level is more than 85 dBA - indicating that any person entering the workplace or work area risks exposure to a noise level that is harmful to hearing?

## Part 13 – Entrances, Exits, Stairways and Ladders

- ☐ Do you provide and maintain a means of access to and egress from the workplace and all work related areas at the workplace which is free from all obstructions, including obstructions from materials and equipment and accumulations of waste and ice and snow; and has sufficient traction to allow workers to move safely?
- ☐ Does each means of access and egress comply with the *Manitoba Building Code* and *Manitoba Fire Code*;
- ☐ Can all doors to and from a workplace or work area be opened without substantial effort and are not obstructed?
- ☐ Do you ensure that when an enclosed area may create a risk to the safety or health of a worker entering it, that a door used to enter or leave the area is kept in good working order; and has a means of opening it from the inside?
- ☐ Do you ensure that there is a ready, convenient and safe secondary means of egress from the workplace that is conspicuously marked and readily usable at all times?
- ☐ Are emergency exits and means of egress from a workplace conspicuously marked and designed to enable quick and unimpeded evacuation of the workplace?
- ☐ Do you ensure that a temporary doorway used for access or egress at a construction project site is designed and constructed to open outward from the workplace; and is not locked in the closed position when a worker is at the site?
- ☐ Do you ensure that when work at a construction project site on a multi-storey building or structure (not including the erection of structural framing) has progressed to 10 or more metres above ground level that permanent or temporary stairs to the ground are provided from each working level of the project except where the stairs would interfere with work on the uppermost working levels, an employer is not required to provide stairs within two storeys or 7 m vertically to the uppermost level.
- ☐ Is every ladder provided for use at your workplace designed and constructed and maintained to safely support any load that will be or is likely to be imposed on it?
- ☐ Do you ensure that a worker inspects a ladder for defects prior to each use?
- ☐ Do you ensure that a ladder found to be broken or defective not be used until it has been repaired and restored to its original design specifications?
- ☐ Do you ensure that no worker uses a metal ladder or metal reinforced rails on a ladder near any exposed energized electrical circuits or equipment?
- ☐ Do you ensure that all commercially manufactured portable ladders used at your workplace comply with the applicable requirements of the following standards:
  (i) CSA Standard CAN3-Z11-M81 (R2005), *Portable Ladders*,
  (ii) ANSI Standard A14.1-2000, *American National Standard for Ladders — Wood — Safety Requirements*,
  (iii) ANSI Standard A14.2-2000, *American National Standard for Ladders — Portable Metal — Safety Requirements*,
  (iv) ANSI Standard A14.5-2000, *American National Standard for Ladders — Portable Reinforced Plastic — Safety Requirements*
- ☐ Do you ensure that all commercially manufactured portable ladders are used and maintained in accordance with the manufacturer's specifications and safe operating instructions?
- ☐ Do you ensure that a portable wood ladder fabricated on the worksite meets the requirements of the regulation?
- ☐ Do you ensure that an extension ladder used by a worker is equipped with locks that securely hold the sections of the ladder in the extended position; and does not exceed 14.6 m in length, if it consists of two sections, or 20 m in length, if it consists of more than two sections?

- ☐ Do you ensure that if a section of an extension ladder is extended, the extended section overlaps another section for at least one metre, for a ladder less than 11 m in length; 1.25 m, for a ladder between 11 m and 15 m in length; or 1.5 m, for a ladder over 15 m in length.
- ☐ Do you ensure that no single portable ladder and no section of an extension ladder exceeds 9 m in length?
- ☐ Do you ensure that a portable ladder is secured against movement at all times during use and is placed on a stable, level base?
- ☐ Do you ensure that a stepladder is not more than 6 m high when set for use; and has legs that are securely held in position by metal braces or an equivalent rigid support?
- ☐ Do you ensure that a worker using a portable ladder does not extend any part of his or her body, except his or her arms, beyond the side rails of the ladder, and maintains a three-point contact on the ladder at all times?
- ☐ Do you ensure that a worker does not perform work from either of the top two rungs, steps or cleats of a portable ladder other than a stepladder unless the manufacturer's specifications for the ladder permit it; or a stepladder, unless it has a railed platform at the top, or the manufacturer's specifications for the stepladder permit it?
- ☐ Do you ensure that a ladder that is permanently fixed to a supporting building or structure is designed by a professional engineer, as is its permanent attachment system to the building or structure and meets all requirements of the regulation?
- ☐ If the permanently fixed ladder is more than 5 m high, is it equipped with ladder cages and rest platforms, at intervals of not more than 5 m, or a fall protection system that meets the requirements of Part 14 (Fall Protection)?
- ☐ Do you ensure that a fixed ladder that complies with the requirements of the regulation is used to provide access to every level of a multi-level building that is more than 4 m above the preceding level?

## Part 14 – Fall Protection

This Part applies to every workplace where there is a risk of a worker falling a vertical distance of 3 m or more; or a vertical distance of less than 3 m where there is an increased risk of injury due to the surface or item on which the worker might land as specified in the regulation. This Part does not apply to a workplace that is subject to Residential Roof Work

- ☐ Have you developed and implemented safe work procedures that identify the fall hazards and set out the measures that will be used to prevent falls at the workplace?
- ☐ Have you trained workers in the safe work procedures?
- ☐ Do you ensure that workers comply with the safe work procedures?
- ☐ If the use of a guardrail system or fall protection system at a workplace is required, do the safe work procedures address the location of each guardrail system or fall protection system to be used at the workplace; the procedures used to assemble, maintain, inspect, use and disassemble a fall protection system; where applicable, the rescue procedures to be used for rescuing a worker after a fall has been arrested.
- ❑ Do you ensure that a guardrail system is used where there is a risk of a worker falling a vertical distance of 3 m or more; or a vertical distance of less than 3 m where there is an increased risk of injury due to the surface or item on which the worker might land?
- ❑ Are all guardrails at least 900 mm high and not more than 1,060 mm above the working surface, with an intermediate rail at between 450 and 530 mm above the working surface; and are constructed and secured to resist a static load of 900 N in any direction in which the load may be applied at any point on the top rail and on any intermediate rail?
- ❑ Do all guardrails have a toe board securely fastened to the posts and extending from the surface of the working area to a height of at least 125 mm when there is a risk of falling objects?
- ❑ If a guardrail is made from wood, is it free from splinters and protruding nails; and have a top and mid rail of at least 38 mm H 89 mm securely supported on posts of at least 38 mm H 89 mm and spaced at not more than 2.4 m.
- ❑ Do you ensure that any worker in an area where a guardrail has been temporarily removed to facilitate work in the immediate uses a fall protection system while the guardrail is removed?

*FALL PROTECTION SYSTEMS*

- ☐ When the use of a guardrail system is not reasonably practicable or would not be effective, do you ensure that the worker is protected by at least one of the following fall protection systems: a travel restraint system; a fall arrest system; a safety net; or another fall protection system approved by the director.
- ☐ Do you ensure that a fall protection system is designed, installed, tested, used and maintained in accordance with the applicable requirements of the following standards:

  (i) CSA Standard Z259.1-05, *Body Belts and Saddles for Work Positioning and Travel Restraint*, Note: despite the reference to safety belts in CSA Standard Z259.1-05, Body Belts and Saddles for Work Positioning and Travel Restraint, an employer must ensure that a safety belt is not used as part of a fall protection system at the workplace.
  (ii) CAN/CSA Standard Z259.2.1-98 (R2004), *Fall Arresters, Vertical Lifelines, and Rails*,
  (iii) CAN/CSA Standard Z259.2.2-98 (R2004), *Self-Retracting Devices for Personal Fall-Arrest Systems*,
  (iv) CSA Standard Z259.2.3-99 (R2004), *Descent Control Devices*,
  (v) CSA Standard Z259.10-06, *Full Body Harnesses*,
  (vi) CSA Standard Z259.11-05, *Energy Absorbers and Lanyards*,
  (vii) CAN/CSA Standard Z259.12-01 (R2006), *Connecting Components for Personal Fall Arrest Systems (PFAS)*,
  (viii) CSA Standard Z259.16-04, *Design of Active Fall-Protection Systems*,
  (ix) CSA Standard Z259.13-04, *Flexible Horizontal Lifeline Systems*,
  (x) ANSI Standard 10.11-1989 (R1998), Personnel & Debris Nets for Construction & Demolition Operations — *Safety Requirements for Personnel and Debris Nets — American National Standard for Construction and Demolition Operations*;

- ☐ Do you ensure that a fall protection system is designed and certified as safe by a professional engineer and installed, tested, used and maintained in accordance with the specifications certified by the professional engineer?
- ☐ Do you ensure that the equipment used as part of a fall protection system is inspected before use on each work shift by the worker who uses the fall protection system, or a competent person other than the worker using the system?
- ☐ Do you ensure that the equipment used as part of a fall protection system is kept free from any substance or condition that could contribute to deterioration of the equipment; and maintained in good working order and in accordance with the manufacturer's specifications?
- ☐ If a safety net is used is it inspected by a competent person before each work shift?
- ☐ After a fall protection system has arrested the fall of a worker, do you ensure that the system is not returned to service until it has been inspected and certified as safe by the manufacturer or a professional engineer?
- ☐ When a component of a fall protection system is found to be defective in condition or function, do you ensure that the component is not used, immediately removed from service and either returned to the manufacturer to be repaired or replaced or destroyed?
- ☐ Are all workers using a fall protection system trained in its use, care and inspection by a competent person?
- ☐ When a travel restraint system (a fall protection system that is designed to prevent a worker from travelling to a location where there is a risk of falling) is used, do you ensure that the travel restraint system consists of a full body harness with adequate attachment points; the full body harness is attached by a lifeline or lanyard to a fixed support that meets the requirements of section 14.14 (fixed support system requirements); and the length of the lifeline or the lanyard is selected so that the worker can only proceed to within one metre of an opening or edge.
- ☐ When a fall arrest system (a fall protection system that is designed to stop a worker's fall before the worker hits the surface below) is used, do you ensure that the system consists of a full body harness with adequate attachment points; is attached by a lifeline or lanyard to an independent fixed support that meets the requirements of subsection 14.14(1); is designed in accordance with CSA Standard Z259.16-04, *Design of Active Fall-Protection Systems* and CSA Standard Z259.13-04, *Flexible Horizontal Lifeline Systems*; is manufactured so that a worker's free fall distance does not exceed 1.2 m excluding the increase in the total fall distance resulting from the use of shock absorbers; and is arranged so that a worker cannot hit the ground or an object or level below the work, or swing in a manner that poses a risk to the safety or health of a worker.
- ☐ Do you ensure that a fall arrest system does not include a shock absorber if wearing or using one could cause a worker to hit the ground or an object or level below the work?
- ☐ Do you ensure that the fall arrest system does not subject a worker who falls to a peak dynamic fall arrest force greater than 8 kN?

*Fixed support system requirements*
The owner of a building or structure must ensure that a permanent anchorage system used as the fixed support in a travel restraint system or fall arrest system for that building meets the following requirements:

- the anchor has an ultimate capacity of at least 22.2 kN in any direction in which the load may be applied for each worker attached;
- the anchorage system is certified by a professional engineer as having the required load capacity;
- where the anchorage system is used in conjunction with a suspended work platform, the system is designed, constructed and used in accordance with CAN/CSA Standard-Z91-02, *Health and Safety Code for Suspended Equipment Operations* and CAN/CSA-Z271-98 (R2004), *Safety Code for Suspended Elevating Platforms*.

- ☐ When a permanent anchorage system cannot be used at a workplace, do you ensure that the temporary fixed support in a travel restraint system or fall arrest system meets the following requirements:
  - when a fall arrest system without a shock absorber is used, a support used in a fall arrest system must be capable of supporting a static force of at least 8 kN without exceeding the allowable unit stress for each material used in the fabrication of the anchor point;
  - when a shock absorber is used in a fall arrest system, the support must be capable of supporting a static force of at least 6 kN without exceeding the allowable unit stress for each material used in the fabrication of the anchor point;
  - a support used in a travel restraint system must be capable of supporting a static force of at least 2 kN without exceeding the allowable unit stress for each material used in the fabrication of the anchor point.
- ☐ Do you ensure that no component of a travel restraint system or a fall arrest system comes into contact with a sharp edge that could cut, chafe or abrade any component of the system?
- ☐ When a fall arrest system is used on powered mobile equipment, do you ensure that the system is attached to an anchor in accordance with the specifications of the manufacturer of the powered mobile equipment?

*Fall protection on vehicles*

- ☐ When a worker may have to climb on a vehicle or its load at any location other than a garage, warehouse or other permanent facility and it is not reasonably practicable to provide a fall protection system for the worker, do you take steps to eliminate or reduce the need for a worker to climb onto the vehicle or its load; and provide information, instruction and training to a worker on safe work procedures for climbing or working on the vehicle or its load?

*Full body harness*

- ☐ When a worker uses a full body harness, do you ensure that the full-body harness and connecting linkage are used, maintained, adjusted and stored in accordance with the manufacturer's specifications; and the full-body harness is properly fitted to the worker?

*Lanyards*

- ☐ When a worker uses a lanyard, do you ensure that the lanyard is as short as work conditions permit; equipped with suitable snap hooks; free of imperfections, knots and splices, other than end terminations; protected by padding where it passes over sharp edges; protected from heat, flame, abrasive or corrosive materials during use; used, maintained, adjusted and stored in accordance with the manufacturer's specifications; and used by only one worker at a time.?

*Lifeline requirements*

- ☐ When a worker uses a lifeline, do you ensure that the lifeline is suitable for the conditions in which the lifeline is to be used, having regard to factors including strength, abrasion resistance, extensibility and chemical stability; free of imperfections, knots and splices, other than end terminations; protected by padding where the lifeline passes over sharp edges; protected from heat, flame, abrasive or corrosive materials during use; fastened to a secure anchor point or anchor points as required under this Part; and installed, used and maintained in accordance with the manufacturer's specifications or specifications certified by a professional engineer?

*Vertical lifelines*

- ☐ When a worker uses a vertical lifeline, do you ensure that the lower end of the vertical lifeline extends to the ground or to a safe landing; and the vertical lifeline is protected at the lower end to ensure that the line cannot be fouled by equipment?

*Horizontal lifelines*

- ☐ When a worker uses a horizontal lifeline system, do you ensure that the specifications for the system are kept at the worksite and are readily accessible by a worker?
- ☐ Do the specifications for your horizontal lifeline system address the arrangement of the system, including the anchorage or fixed support system; the components used; the number of workers that can safely be attached to it; the instructions for installation or erection; the maximum load capacity of the system?

- ☐ When a permanent horizontal lifeline system from a manufacturer is installed at a workplace, do you ensure that, before the system is put into use, the system is certified as being properly installed according to the manufacturer's specifications by one of the following: the manufacturer; a person authorized by the manufacturer; a professional engineer?
- ☐ When a permanent horizontal lifeline system designed by a professional engineer is installed at a workplace, do you ensure that, before the system is put into use, the system is certified as being properly installed according to the engineer's specifications by a professional engineer?

*Inspection and testing of safety nets*

- ☐ When a safety net is used, do you ensure that a professional engineer or a competent person under a professional engineer's supervision inspects and tests the installation of the safety net before it is put in service.?
- ☐ Do you ensure that the safety net is installed not more than 7.70 m below the work area; and extends at least 2.5 m on all sides beyond the work area?

*Required roof protection*

The owner of a building that is more than five storeys tall or 15 m in height that is constructed after the coming into force of this regulation must either:

- Provide a permanent perimeter guardrail system that meets the requirements **or**
- Provide roof-level protection consisting of a continuous parapet or fencing not less than 900 mm in height, or a system of lifeline anchors (a secure point of attachment for a lifeline or lanyard) with one anchor set back a minimum of 3 m from the edge of the roof for every six linear metres of unprotected roof edge.

  *If roof-level protection on a building consisting of a system of lifeline anchors is provided each lifeline anchor must be capable of resisting a force of 22.2 kN in any direction in which the load may be applied for each worker attached, and be made of stainless steel or other material resistant to corrosion. The anchorage system must be certified by a professional engineer as having the required load capacity and where an eyebolt is used as an anchor, the interior opening of the eye must be at least 38 mm.*

*Steel frame building requirements*

During the construction of a steel frame building, the owner of the building and the prime contractor responsible for the construction of the building must ensure that the structural components of the building designed to accommodate a fall protection system are designed, approved and certified as safe by a professional engineer; and include

(i) double connections at each column and at beam webs over a column,
(ii) at least four anchor bolts per column, and
(iii) perimeter columns that extend at least one metre above the finished floor to permit the installation of perimeter safety cables.

## Part 15 – Confined Spaces

This Part applies to every workplace where a worker works in a confined space (means an enclosed or partially enclosed space that except for the purpose of performing work, is not primarily designed or intended for human occupancy; and has restricted means of access or egress.

- ❑ Have you developed and implemented safe work procedures (which include procedures for recognizing the risks associated with working in the confined space; procedures for isolating — including blanking, disconnecting, interrupting and locking out — pipes, lines and sources of energy from a confined space; safety and personal protective equipment to be used; procedures for communicating with a standby worker; an emergency response plan and rescue procedures to be implemented in the event of an accident or other emergency in a confined space; and information about the entry permit system) for working in a confined space?
- ❑ Have you trained workers in the safe work procedures?
- ❑ Do you ensure that workers comply with the safe work procedures?
- ❑ Do you identify and assess the risks to safety or health a worker is likely to be exposed to while in the confined space before requiring a worker to enter?
- ❑ Do you identify and take measures to reduce, control or eliminate the risks to safety or health associated with the confined space, including using alternative means of performing the work to be done that will not require the worker to enter the space, and making alterations to the physical characteristics of the space that may be necessary to ensure safe access to and egress from all accessible parts of the space before requiring a worker to enter?
- ❑ Do you identify the appropriate type and frequency of tests and inspections necessary to determine the likelihood of a worker being exposed to any of the identified risks, and ensure those tests and inspections are completed by a competent person before requiring a worker to enter?
- ❑ Do you identify the safety and personal protective equipment required to be used or worn in the confined space by a worker while he or she performs work as well as the emergency and personal protective equipment required by a worker who undertakes rescue operations in the event of an accident or other emergency within the confined space?
- ☐ Have you established and implemented an entry permit system for a confined space?
- ☐ Does the entry permit system ensure that the location of the confined space, the named of each workers who will enter the confined space, the reason for their entry and the date and time during which the permit is valid is completed and signed by a competent person before a worker enters a confined space?
- ☐ Does the entry permit system specify the work being done in the confined space, the safe work procedures for entering, being in and leaving a confined space, and all hazards to the safety and health of a worker identified by the risk assessment?
- ☐ Do you ensure that a copy of the completed and signed entry permit is readily available at the site of the confined space?
- ☐ Do you review and revise an entry permit when a work activity in a confined space changes; circumstances at the workplace or in a confined space change in a way that poses a risk to the safety or health of a worker; or any of the workers or information listed in the permit changes.
- ☐ Do you ensure that a worker who may be affected by a change to an entry permit or a work activity in a confined space is informed of the change?
- ☐ Do you take all steps reasonably practicable to prevent any person, other than a worker who is required or permitted to do so, from entering a confined space?
- ☐ Before requiring or permitting a worker to enter or work in a confined space do you ensure that the worker entering the space wears a full-body harness attached to a lifeline that is attached to a personal hoisting device, unless an alternate safe method of access and egress is provided from all accessible parts of the confined space?

- ☐ Before requiring or permitting a worker to enter or work in a confined space do you identify and take measures to ensure that a worker will not be exposed to the risk of drowning or becoming engulfed or entrapped in any liquid or free-flowing solid that may be present in the confined space?
- ☐ Before requiring or permitting a worker to enter or work in a confined space do you identify and take measures to ensure that all energy sources that present a hazard to a worker entering, occupying or leaving the confined space have been locked out, and the energy sources have been put in a zero energy state?
- ❑ Do you ensure that the structural integrity of a confined space is maintained when its physical characteristics are altered in order to ensure safe access and egress by a worker?
- ☐ Do you ensure that a standby worker is designated for every confined space who remains present at the entrance to a confined space at all times while a worker is in the space if the risk assessment has identified that the space is or may become hazardous to a worker entering it for any reason?
- ☐ Do you ensure that a worker designated as a standby worker is qualified as a first aider 1, 2 or 3, and is trained in confined space work and emergency and rescue procedures?
- ☐ Do you ensure that the designated standby worker is in direct communication with the worker in the confined space, and has a suitable system to summon assistance if necessary; and the worker in the confined space is able to directly communicate with the standby worker?
- ☐ Do you ensure that appropriate barricades and warning signs are provided to keep vehicle and pedestrian traffic away from a confined space in which work is, or is about to be, carried out?
- ☐ Do you ensure that a confined space is purged, ventilated or both before a worker is required or permitted to enter it where there is or may be a concentration of a flammable or explosive substance present at more than 10% of its lower explosive limit, the space must be purged, ventilated or both so that the concentration is reduced to less than 10%?
- ☐ Do you ensure that a confined space is purged, ventilated or both before a worker is required or permitted to enter it where there is or may be an oxygen deficiency — oxygen content less than 19.5% by volume — or oxygen enrichment — oxygen content greater than 23% by volume — the space must be purged, ventilated or both so that the oxygen content is at least 19.5% but not more than 23%?
- ☐ Do you ensure that a confined space is purged, ventilated or both before a worker is required or permitted to enter it, where there is or may be a chemical or biological substance that creates a risk to the safety or health of the worker, the space must be purged, ventilated or both to the extent possible to eliminate or reduce the risk associated with the substance?
- ☐ When a worker occupies a confined space that has an atmosphere that may create a risk to the safety or health of a worker, do you ensure that the space is continuously ventilated to maintain a safe atmosphere; and the atmosphere is continuously monitored by a competent person?
- ☐ When purging, ventilating or both cannot bring the atmosphere within a confined space into compliance with clauses 15.10(1)(a) to (c), do you ensure that additional control measures are undertaken to protect the safety and health of the worker entering the space, including providing to a worker personal protective equipment appropriate for the conditions in the confined space?
- ☐ Do you prohibit a worker from entering a confined space if the oxygen content level in the space is above 23%; or a worker, other than a firefighter responding to an emergency, to enter a confined space if a concentration of a flammable or explosive substance in the confined space cannot be reduced to less than 10% of its lower explosive limit?
- ☐ Do you ensure that the personal protective and emergency equipment required to undertake rescue operations in the event of an accident or other emergency within a confined space — is readily available at the site of a confined space?
- ☐ Do you ensure that, in the event of an accident or other emergency, the emergency response plan and rescue procedures developed are implemented.

- ☐ When entry into a confined space is from the top, do you ensure that, in the event of an accident or other emergency within the space the worker entering the confined space and workers carrying out a rescue use a full-body harness and are attached to a lifeline unless another appropriate personal protective equipment system is provided?
- ☐ Where a lifeline is used, do you ensure that the lifeline is attended by a worker who is trained in the emergency response plan and rescue procedures; and where reasonably practicable, a personal hoisting device is available to assist with a rescue, and located at the entrance to the confined space when a worker is in the confined space.
- ☐ When the use of a full-body harness attached to a lifeline would create an additional risk to the worker in the confined space or would not be reasonably practicable, do you ensure that an alternate method of rescue is available to immediately remove a worker from a confined space into which entry is from the top?

## Part 16 – Machines, Tools and Robots

**machine**" means any combination of mechanical parts that transmits from one part to another or otherwise modifies force, motion or energy, but does not include a vehicle.
"**tool**" includes an implement that is powered by the energy of a person, such as a hammer, axe or screwdriver.

- ❑ Have you developed and implemented safe work procedures respecting all machines and tools used in the workplace?
- ❑ Do your safe work procedures include practices and procedures dealing with lockout as required by the regulation?
- ❑ Have you trained workers in the safe work procedures?
- ❑ Do you ensure that workers comply with the safe work procedures?
- ❑ Do you ensure that a worker is informed of any risks associated with a machine or tool used in the workplace?
- ❑ Do you provide workers with information, instruction and training in the safe use and operation of the machine or tool?
- ❑ Do you ensure that any machine or tool in the workplace is capable of safely performing the functions for which it is used?
- ❑ Do you ensure that any machine or tool in the workplace is used, inspected and operated in accordance with the manufacturer's specifications and the safe work procedures for the workplace?
- ❑ Do you ensure that the installation, testing, repair and maintenance of or any modification to any machine or tool is carried out in accordance with the manufacturer's specifications; or the specifications certified by a professional engineer?
- ❑ Do you ensure that any machine or tool under your control is inspected at regular intervals to ensure that, so far as reasonably practicable, the machine or tool is capable of withstanding any stress that is or is likely to be imposed on it; and safely performing the functions for which it is used?
- ❑ Do you ensure that a machine has safeguards on it that will prevent a worker from coming into contact with the following hazards:
    - o moving parts on the machine;
    - o points of the machine at which material is cut, shaped or bored;
    - o surfaces with temperatures that may cause skin to freeze, burn or blister;
    - o components;
    - o debris, material or objects thrown from a machine;
    - o material being fed into or removed from the machine;
    - o any other hazard that may pose a risk to the safety or health of the worker.
- ❑ Do you ensure that any safeguard required under this Part is designed, constructed, installed, used and maintained in accordance with CSA Standard Z432-04, *Safeguarding of Machinery*?
- ❑ Do you ensure that when it is not reasonably practicable to provide a safeguard on a machine, that an alternative mechanism, system or change in work procedure is put into place to protect the safety and health of a worker?
- ❑ Do you ensure that no person removes a safeguard or make it ineffective unless it is necessary to perform servicing, repairs, tests, cleaning, maintenance or adjustments on or to the machinery that cannot be done with the safeguard in place?
- ❑ Do you ensure that where there is a risk that a worker/worker's apparel may come into contact with a moving part of a machine, that the worker wears close-fitting clothing; confines long hair with a hairnet, close-fitting cap, close-fitting headwear or some other effective means; and does not wear dangling neckwear, jewelry, wristwatches, rings or other similar items that may create a potential hazard?
- ❑ Do you ensure that safe work procedures for grinding machines, explosive-operated tools, pneumatic powered tools, Hand or portable power tools, pressurized hoses, and chainsaws meet the requirements of the regulations?

## Part 17 – Welding and Applied Processes

This Part applies to every workplace where welding or allied processes take place. Welding or allied process means any type of electric or fuel gas welding or cutting process, including arc welding, brazing, solid-state welding, soldering, resistance welding, and other welding; and allied processes such as thermal spraying and thermal adhesive bonding, and arc cutting, laser cutting, oxygen cutting or other cutting.

- ☐ Have you developed and implemented safe work procedures in compliance with CSA Standard W117.2-01 (R2006), *Safety in Welding, Cutting, and Allied Processes* respecting welding and allied processes performed in the workplace?
- ☐ Have you trained workers in the safe work procedures?
- ☐ Do you ensure that workers comply with the safe work procedures?
- ☐ When a container, pipe, valve or fitting holds or may have held an explosive, flammable or otherwise hazardous substance; or may become pressurized to the point of being a hazard to a person at a workplace; do you ensure that any welding or allied process performed by a worker is performed in accordance with the safe work procedures developed?
- ☐ Do you ensure, so far as is reasonably practicable, that a worker does not perform electric arc welding if another worker may be exposed to radiation from the arc unless the other worker is using an appropriate eye protector or is protected from the radiation by an appropriate barrier?
- ☐ Do you ensure that appropriate welding and ground leads are used to fasten the electric supply cable securely so that the inner wires of an electric welding machine are not exposed to damage and the cable cannot be separated from the fittings?
- ☐ Do you ensure that a person performing a gas welding or allied process tests a regulator and its flexible connecting hose immediately after it is connected to a gas cylinder to ensure that there is no leak of the gas supply?
- ☐ When gas welding or an allied process is carried out, do you provide a flashback between the torch and the fuel gas and oxygen supply that prevents the reverse flow of fuel, gas, oxygen or air from the torch to the supply lines, and stops a flame from burning back from a torch into the supply lines?
- ☐ When gas welding or an allied process is carried out, do you ensure that hose lines or pipelines for conveying the gases to the burner and the couplings are legibly marked or identified to ensure the hoses are not interchanged; and that the torch is ignited by a lighting device that is designed for that purpose?

## Part 18 – Radiation - *Please refer to regulation*

This Part applies to every workplace where ionizing or non-ionizing radiation is used. Except radiation sources subject to the *Nuclear Safety and Control Act* (Canada); and radiation provided to a medical or dental patient.

## Part 19 – Fire and Explosion Hazards

This Part applies to every workplace where combustible liquids, flammable liquids or flammable substances are present; or hot work (work that produces arcs, sparks, flames, heat or other sources of ignition is performed).

- ☐ Have you developed and implemented safe work procedures for fire and explosive hazards in the workplace, including hot work if hot work is performed in the workplace?
- ☐ Have you trained workers in the safe work procedures?
- ☐ Do you ensure that workers comply with the safe work procedures?
- ☐ Do you have fire protection equipment of an appropriate type and sufficient size and capacity to be effective nstalled in the workplace in accordance with the *Manitoba Fire Code*?
- ☐ Do you have portable fire extinguishers located in the workplace in accordance with the *Manitoba Fire Code*?
- ☐ Do you ensure that all fire protection equipment and portable fire extinguishers are maintained in accordance with the manufacturer's specifications and the *Manitoba Fire Code*?
- ☐ Do you ensure that any material contaminated by a flammable or combustible liquid is placed in a container that is stored in accordance with the *Manitoba Fire Code*?
- ☐ Do you ensure that any flammable or combustible liquid is kept in a container that meets the requirements of the *Manitoba Fire Code*?
- ☐ Do you ensure that gasoline is not used to start a fire or used as a cleaning agent?
- ☐ Do you ensure that a worker does not refill a tank connected to a heating device with a combustible or flammable liquid while the device is in operation or is hot enough to ignite the liquid?
- ☐ Do you ensure that a worker does not place a tar pot that is in use within 3 m of an entrance to or exit from a building or structure?
- ☐ Do you ensure that static charge accumulations during the transfer of a flammable liquid or explosive substance from one container to another are prevented by either electrically bonding or grounding the containers?
- ☐ Do you ensure that metallic or conductive containers used to transfer flammable liquids are electrically bonded to each other or are electrically grounded while their contents are being transferred from one container to the other?
- ☐ Do you ensure that only flammable fuel transfer equipment and portable fuel transfer tanks approved by the CSA or the Underwriters Laboratories of Canada are used to transfer flammable liquids?
- ☐ Do you ensure that a worker does not enter a workplace where a flammable or explosive substance is present in the atmosphere at a level that is more than 10% of the lower explosive limit of that substance?
- ☐ Do you ensure that hot work is performed in accordance with the *Manitoba Fire Code*?
- ☐ Do you ensure that before any hot work begins, that a container or piping that contains or has contained a flammable substance is purged using an effective removal method?
- ☐ Do you ensure that welding or cutting of metal that has been cleaned with a flammable or combustible liquid or flammable gases does not take place until the metal has thoroughly dried?
- ☐ Do you ensure that all compressed gas cylinders are stored in accordance with the *Manitoba Fire Code*?

## Part 20 – Vehicular and Pedestrian Traffic - *Please refer to regulation*

This Part applies to every workplace where there is a risk to the safety or health of a person due to the movement of vehicular traffic; or every construction project site where there is a risk to the safety or health of a person due to the proximity of pedestrian or vehicular traffic to the project site.

## Part 21 – Emergency Washing Facilities

- ☐ Do you provide the number and type of emergency washing equipment that is sufficient to address the risk of exposure to hazardous, irritating or corrosive substances as determined by an assessment of risk exposure?
- ☐ Does the emergency washing equipment provided at the workplace meet the requirements and is installed, tested and maintained in accordance with ANSI Standard Z358.1-04, American National Standard for Emergency Eyewash and Shower Equipment; and the equipment manufacturer's specifications?
- ☐ Is the emergency washing equipment located in the workplace and clearly identified in accordance with the requirements of ANSI Standard Z358.1-04, American National Standard for Emergency Eyewash and Shower Equipment
- ☐ Is access to the equipment provided unimpeded?

## Part 22 – Powered Mobile Equipment

This Part applies to every workplace where powered mobile equipment is used.

- ☐ Have you developed and implemented safe work procedures for the use of powered mobile equipment in the workplace?
- ☐ Have you trained workers in those safe work procedures?
- ☐ Do you ensure that workers comply with those safe work procedures?
- ☐ Do you ensure that powered mobile equipment is inspected by a competent person for defects and unsafe conditions as often as is necessary to ensure that the equipment is in safe operating condition; and in accordance with the manufacturer's specifications.
- ☐ If an inspection of powered mobile equipment identifies a defect or unsafe condition that is hazardous or may create a risk to the safety or health of a worker, do you ensure that the powered mobile equipment is not operated until the defect is repaired or the unsafe condition is corrected?
- ☐ Do you ensure that a written record of the inspections, repairs and maintenance carried out on the powered mobile equipment is kept at the workplace and made readily available to the operator of the equipment?
- ☐ Do you ensure the operator's manual for powered mobile equipment is readily available to a worker who operates the equipment?
- ☐ Do you ensure that the exposed moving parts and every surface of powered mobile equipment, including exhaust systems and hydraulic lines, that may burn a worker who comes in contact, is shielded or guarded in a manner that prevents a worker from coming in contact?
- ☐ Where it is not reasonably practicable to provide a shield, enclosure or guard, do you ensure that an alternative mechanism, system or change in work procedure that offers protection to a worker that is equal to or greater than the protection from a shield, enclosure or guard is put into place to protect the safety and health of a worker?
- ☐ Do you ensure that powered mobile equipment which has an enclosed compartment that is used to transport workers has the exhaust outlet of the engine located so that exhaust gases cannot enter the compartment?
- ☐ Is the powered mobile equipment is equipped with a horn or other audible warning device; a portable fire extinguisher that meets the applicable requirements for extinguishers contained in the *Manitoba Fire Code*; an effective braking system; and an effective parking device?
- ☐ Do you ensure that powered mobile equipment that is used to drive ancillary equipment, including a power take-off, crane or auger or any digging, lifting or cutting equipment, is equipped with a device, within easy reach of the operator, that allows the operator to immediately stop the ancillary equipment?
- ☐ If, at the time it was manufactured or subsequently, powered mobile equipment is equipped with a seat with a seatbelt or another type of restraining device, do you ensure that the seat and seatbelt or restraining device are not removed; and when the powered mobile equipment is in use, the operator and any other worker required or permitted to be in or on the equipment use the seats and seatbelts or other restraining devices?
- ☐ Is your powered mobile equipment which is operated during hours of darkness or in an area that is not adequately illuminated equipped with suitable headlights and back-up lights that clearly illuminate the path of travel?
- ☐ Is your powered mobile equipment, which is equipped with a windshield also equipped with suitable windshield wipers and washers?
- ☐ Is any transparent material used as part of the enclosure for a cab or canopy on powered mobile equipment made of safety glass or another material that gives at least the equivalent protection against shattering?

- ☐ When there is a risk to the safety or health of the operator of powered mobile equipment from a falling object, the equipment is equipped with a falling objects protective structure that complies with the applicable requirements of
  (i) SAE Standard J167 (2002), *Overhead Protection for Agricultural Tractors — Test Procedures and Performance Requirements*,
  (ii) SAE Standard J/ISO 3449 (1998), *Earthmoving Machinery — Falling-Object Protective Structures — Laboratory Test and Performance Requirements*, or
  (iii) SAE Standard J1042 (2003), *Operator Protection for General-Purpose Industrial Machines*; or
  and is certified by a professional engineer as providing the equivalent or better protection than that of a structure that complies with the requirements.
- ☐ Do you ensure that any addition, modification or structural repair of a falling objects protective structure is done in accordance with the instructions of, and is recertified as restored to its original performance requirements by, the equipment manufacturer or a professional engineer?
- ☐ Do you ensure that powered mobile equipment used to transport tools, equipment or materials that may shift during a stop is equipped with a bulkhead or a restraining device that effectively protects the operator and any other worker who is required or permitted to be in or on powered mobile equipment?
- ☐ Do you ensure that no worker places equipment or material in the cab of powered mobile equipment in which the operator or any other worker is being transported unless they are positioned or secured to restrict their movement and prevent injury to the operator or other worker?
- ☐ Do you ensure that no flammable liquids, hazardous chemicals or any other potentially harmful materials are transported in an enclosed part of powered mobile equipment where a worker is present?

*Visual inspection*

- ☐ Do you ensure that before powered mobile equipment is operated, its operator completes a visual inspection of the equipment and the surrounding area to ensure that it is in safe operating condition and that no one, including the operator, will be endangered when the powered mobile equipment is started?

*Dangerous movement*

- ☐ Do you ensure that, if the movement of a load or the cab, counterweight or any other part of the powered mobile equipment creates a risk to the safety or health of a person, the person does not remain within the range of the moving load or part; and the operator of the equipment does not move the load or the equipment if a person is at risk?
- ☐ Do you ensure that, if a person could be caught between a moving part of the powered mobile equipment and another object, entry to the area is restricted; and the operator of the equipment maintains an appropriate clearance distance between the powered mobile equipment and the object?
- ☐ Do you ensure that no person is in the immediate path of travel of powered mobile equipment or under any material or equipment that is being loaded or unloaded from it?

*Barrier if used above grade height*

- ☐ Do you ensure that, when powered mobile equipment is used above grade height in or on a building or other structure, an appropriate barrier is installed to prevent the equipment from falling?

*Requirements re transporting workers*

- ☐ Do you ensure that no worker is transported by powered mobile equipment or any attachment unless the equipment or attachment is designed for that purpose; and if there is a separation between the operator and the passenger or passengers, there is a suitable means of communication between the operator and the passenger or passengers?
- ☐ Do you ensure that no worker is transported on top of a load that is being moved by powered mobile equipment?

*Unattended equipment*

☐ Do you ensure that the operator does not leave the controls of powered mobile equipment unattended unless the equipment is secured against unintentional movement by an effective method of immobilizing the equipment; and all suspended or elevated parts, if any, are fully lowered.

*Extending boom*

☐ Do you ensure that no worker operates powered mobile equipment equipped with an extending boom unless the equipment is stable under all operating conditions?

*Ladders attached to extending boom*

☐ Do you ensure that if a ladder is a permanent part of an extending boom on powered mobile equipment, no worker is on the ladder when the equipment is being moved or the boom is being articulated, extended or retracted?

☐ Do you ensure that if outriggers or stabilizers are incorporated into powered mobile equipment, no worker climbs a ladder attached to an extending boom unless the outriggers or stabilizers are deployed and used in accordance with the manufacturer's specifications?

☐ Do you ensure that a worker who works from a ladder attached to an extending boom on power mobile equipment complies with Part 14 (Fall Protection)?

MAINTENANCE

*Maintenance on elevated parts*

☐ Do you ensure that if an elevated part of powered mobile equipment is being maintained or repaired by a worker, the part and the powered mobile equipment are securely blocked in place and cannot move?

*Tire servicing*

☐ Do you ensure that a competent person services, inspects, disassembles and reassembles a tire or tire and wheel assembly of powered mobile equipment in accordance with the specifications of both the tire manufacturer and the manufacturer of the powered mobile equipment; and the manufacturer's service manuals for the tires and wheels are readily available to the competent person.

☐ Do you ensure that a competent person uses a clamp-on type of connector to inflate split-rim and locking ring wheels; and only inflates a tire mounted on a split-rim or locking ring wheel if the wheel assembly is in a tire cage or is similarly restrained, and potential flying parts from split-rim or locking ring failure or tire rupture are contained?

☐ Do you ensure that, where a clamp-on type of connector is used to inflate a tire, the person doing so uses an in-line pressure gauge, and positive pressure control; and inflates the tire from a position that is safe and that is not within the potential trajectory of the tire?

ROLLOVER PROTECTIVE STRUCTURES – see regulation for details

POWERED LIFT TRUCKS

means powered mobile equipment that is designed to allow the operator to lift, carry and unload a load; and within a class of trucks to which the code of practice referred to in subsection 22.29(2) applies.

*Powered lift truck operating certificate*

☐ Do you ensure than no-one operate a powered lift truck unless they have been issued a certificate by the employer?

☐ Do you only issue a Powered Lift Truck Operating Certificate to a work after they have received instruction, training and testing in the operation of the powered lift truck in accordance with a code of practice approved and issued under the Act; you have ensured that they are familiar with the operating procedures of the truck that they will be operating; and they have demonstrated competency in the operation of the truck that they will be operating in accordance with the code of practice referred to?

- ☐ Have you established and implemented an evaluation system to ensure that a worker who has been issued a certificate maintains competency in the operation of the powered lift truck?
- ☐ Do you maintain a record of the training the worker receives in the operation of the truck?
- ☐ Can you produce a copy of the certificate and record on the request of a safety and health officer?

*Load rating chart*

- ☐ Do you ensure that a powered lift truck is provided with a clearly visible and legible load rating chart that is affixed to the truck?

CONCRETE PUMP TRUCKS – see regulation for details

DUMP TRUCKS – see regulation for details

## Part 23 – Cranes and Hoists – *Please consult the Regulation*

This Part applies to every workplace where a crane or hoist is used

## Part 24 – Pile Driving - *Please consult the regulation*

This Part applies to every workplace where piles are driven into, or removed from, the ground.

## Part 25 – Work in the Vicinity of Overhead Electrical Lines – *Please consult the Regulation*

This Part applies to every workplace where work is done within 3 m of an overhead electrical line; or using equipment or machinery from a location from which it, or any part of it, is capable of coming within 3 m of an overhead electrical line.

## Part 26 – Excavations and Tunnels - *Please consult the regulation*

This Part applies to every workplace where excavation work takes place except to a mine as defined in *The Mines and Minerals Act*

## Part 27 – Work in a Compressed Air Environment – *Please consult the Regulation*

This Part applies to every workplace where work is done in a compressed air environment - means an environment in which air has been mechanically compressed so as to raise the air pressure higher than atmospheric pressure, but does not apply to divers or to persons working in diving bells.

## Part 28 – Scaffold and Other Elevated Work

This Part applies to every workplace where work takes place using a scaffold or elevated work platform. Except for work of short duration that can be done safely from a ladder, an employer must ensure that a worker engaged in work that cannot be done from the ground or other safe elevation is provided with a scaffold or an elevated work platform

- ☐ Have you developed and implemented safe work procedures for using a scaffold or elevated work platform and emergency response and rescue procedures appropriate to the risks associated with the failure of the scaffold or elevated work platform?
- ☐ Have you train workers who work on scaffolds and elevated platforms in those safe work procedures?
- ☐ Do you ensure that the workers comply with those safe work procedures?

*Commercially manufactured scaffolds and elevated work platforms*

- ☐ Do you ensure that a commercially manufactured scaffold or elevated work platform is installed, used, maintained and dismantled in accordance with the manufacturer's specifications unless you alter those specifications if the alteration is certified by a professional engineer?
- ☐ Do you ensure that a copy of the manufacturer's specifications, and any alterations certified by a professional engineer, are readily accessible at that workplace?

### General Provisions Applying to All Scaffolds

*Types that must be designed by engineer*

- ☐ Do you ensure that open access scaffold more than 10 m in height are designed by a professional engineer?
- ☐ Do you ensure that an enclosed or hoarded access scaffold more than 7.5 m in height is designed by a professional engineer?
- ☐ For these types of scaffolds do you ensure that the specifications for constructing, installing, using, maintaining and dismantling it are certified by a professional engineer?
- ☐ For these types of scaffolds do you ensure that it is constructed, installed, used, maintained and dismantled in accordance with those specifications?
- ☐ For these types of scaffolds do you ensure that a copy of its design and all the specifications are readily accessible at the site where it is used?

*Standards re scaffolds*

- ☐ Do you ensure that commercially manufactured scaffold, elevated work platforms, open access scaffold more than 10 m in height or enclosed/hoarded access scaffolds more than 7.5 m in height comply with the requirements of CAN/CSA S269.2-M87 (R2003) *Access Scaffolding for Construction Purposes* or a more specific standard prescribed in this Part?

*General design and use requirements*

- ☐ Do you ensure that a scaffold can safely support, and its footing, sills and similar supports can support without undue settlement or deformation, at least four times the maximum load that will be or is likely to be imposed on it?
- ☐ Do you ensure that if partially or fully enclosed, a scaffold has components and tie-ins that are adequate to support any added load that may be imposed on it by wind, wind gusts or other environmental conditions?
- ☐ Do you ensure that a scaffold is installed plumb and is stabilized by having its vertical and horizontal members braced to prevent lateral movement, being anchored and securely guyed or tied back to the building or structure, or to a fixed support, at the intervals recommended by a professional engineer, if the scaffold was designed by a professional engineer, or by the manufacturer, if the scaffold was commercially manufactured, but in no case at vertical and horizontal intervals of more than three times the minimum lateral dimension of the scaffold;

☐ Do you ensure that a scaffold is equipped with a ladder, stair, runway or ramp that provides a worker with a safe means of access to and egress from the scaffold platform, and toe-boards on the open sides of the scaffold platform, where there is a risk of tools, materials, equipment and debris falling from the platform or a worker slipping off the platform; and has all openings, including stairway openings, appropriately guarded?

**Note:** The maximum load of a scaffold is to be determined in reference to the actual weight of all the scaffold's components combined with the following loads that will be or are likely to be imposed on it: the actual weight of the workers using it, including their tools, materials and equipment; and wind, wind gusts and other environmental conditions.

*Additional criteria: scaffolds of particular height*

☐ If the scaffold platform is 3 m or more above the level a worker may fall, do you ensure that the scaffold platform is equipped with a guardrail on the open sides and ends of the platform that is in line with the outer edge of the platform?

☐ If a scaffold is more than 6 m in height, do you ensure that it is equipped with a suitable hoisting device for hoisting materials?

☐ If a scaffold is 9 or more metres in height, do you ensure it is equipped with an internal stairway or ladders, and if any ladder exceeds 3 m in height, the ladder is equipped with fall protection attachments?

*Characteristics: rope, wire rope and tiebacks*

☐ Do you ensure that a rope or wire rope used in scaffolding is protected against abrasion or other physical damage; and made of heat- or chemical-resistant material, if there is a possibility of exposure to heat or chemicals?

Despite any other provision of this Part, an employer must ensure that wire is not used in a tieback system for securing a scaffold to a building or structure.

*Platforms: secured and minimum width*

☐ Do you ensure that a scaffold platform is secured to prevent movement and is at least 500 mm wide nominally; or 1.5 m wide nominally, if it is used by workers who are bricklayers, stonemasons, plasterers or a similar tradespeople, and the scaffold is used to hold their immediate supply of building materials?

Where a scaffold platform forms part of a lean-to scaffold and consists of a commercially manufactured plank, the platform must be at least 400 mm wide.

*Manufactured or wood planks*

☐ Where a scaffold platform consists of commercially manufactured planks, do you ensure that the planks are used, stored, inspected and maintained in accordance with the manufacturer's specifications?

☐ When a scaffold platform consists of wood planks, do you ensure that each individual plank is secured to prevent movement; that the planks are constructed of nominal 50 mm 250 mm No. 1 construction grade lumber (S-P-F), that the planks are 5 m or less in length and have the same thickness as the adjoining planks, that the planks are laid tightly together side-by-side with adjoining planks to cover the full width of the scaffold platform, and extend at least 150 mm, but not more than 300 mm, beyond the end supports of the scaffold; and if the planks overlap, the overlap must be centred directly over a vertical support of the scaffold, and the overlapping planks extend at least 300 mm beyond the end supports of a scaffold?

☐ Where the platform consists of wood planks, do you ensure that the scaffold has vertical supports for the planks at least every 2.5 m?

*Work limitations*

☐ Do you ensure that a worker who installs, alters or dismantles a scaffold works from a section of the scaffold that conforms with the requirements of this Part; or uses a fall protection system that meets the requirements of Part 14 (Fall Protection)?

- ☐ Do you appoint one or more competent persons who are responsible for supervising the installation, dismantling and removal of a scaffold;
- ☐ Do you ensure that the components of a scaffold in inspected for defects before the scaffold is first used, and after that, before it is used on any particular day?
- ☐ Do you ensure that any component found to be defective is repaired or replaced before the scaffold is used or is continued to be used?

*Workers using scaffolds*

- ☐ Do you ensure that no scaffold is loaded in excess of its rated load?
- ☐ Do you ensure that a worker who is permitted or required to work on a scaffold is informed of its rated load, and does not carry any materials or equipment while climbing a scaffold?
- ☐ Do you ensure that adequate overhead protection is provided where any worker is required or permitted to work beneath the affected part of a scaffold that is being installed, altered or dismantled; or where there is a risk of material falling on the worker who is working on the scaffold platform or in the area of the scaffold?

*PROVISIONS FOR PARTICULAR TYPES OF SCAFFOLDS*

Please consult the regulation for details related to

| | | |
|---|---|---|
| Lean-to scaffold | Ladder-jack scaffold | Tubular frame scaffold |
| Bracket scaffold | Outrigger scaffold | Single-pole scaffold |
| Mobile scaffolds | | |

*ELEVATED WORK PLATFORMS - Suspended Work Platforms*

An employer must ensure that a suspended work platform used at a workplace is designed, and constructed, installed, maintained, used and dismantled in accordance with CAN/CSA Standard-Z271-1998 (R2004), *Safety Code for Suspended Elevating Platforms*, and CAN/CSA Standard-Z91-02, *Health and Safety Code for Suspended Equipment Operations*. Please consult the regulation for detailed information

*WHEN CRANE USED TO SUSPEND A PERSONNEL BASKET OR CAGE*

An employer may only permit a crane to be used to hoist a personnel basket or cage where it is not reasonably practicable to carry out the required work by use of a scaffold or other type of elevated work platform that does not include the use of a crane. Please consult the regulation for detailed information

*AERIAL DEVICES AND SELF-ELEVATING WORK PLATFORMS*

*Standards re self-elevating work platforms and aerial devices*

- ☐ Do you ensure that a self-elevating work platform or aerial device used at a workplace is designed, and constructed, installed, maintained, used and dismantled, in accordance with
  (a) CAN/CSA Standard-B354.1-04, *Portable Elevating Work Platforms*;
  (b) CAN/CSA Standard-B354.2-01 (R2006), *Self-propelled Elevating Work Platforms*;
  (c) CAN/CSA Standard-B354.4-02, *Self-propelled Boom-Supported Elevating Work Platforms*; or
  (d) CSA Standard C225-00 (R2005), *Vehicle-Mounted Aerial Devices*.
- ☐ Do you ensure that a self-elevating work platform or aerial device constructed at a workplace is designed and certified by a professional engineer; and the professional engineer's specifications for its construction, installation, maintenance, use and removal are in accordance with the CSA standards?
- ☐ Do you ensure that structural repairs and modifications to the components of a self-elevating work platform or aerial device are made only under the direction and control of a professional engineer; and certified by the professional engineer that the workmanship and quality of the materials used has restored the components to not less than their original capacity?

*Guarding*

- ☐ Do you ensure that each self-elevating work platform or aerial device used at a workplace is equipped with suitable guards to prevent a worker from contacting the moving parts and machinery, including protection from shearing hazards created by the movement of the platform?

- ☐ Do you ensure that each self-elevating work platform or aerial device used the workplace is equipped with guardrails and toe-boards on all open sides or an enclosure that is at least 900 mm in height?

*Fall protection*

- ☐ Do you ensure that a worker using a self-elevating work platform or aerial device uses a fall arrest system that meets the requirements of Part 14 (Fall Protection) when the platform or aerial device is being elevated, lowered or moved, or the worker steps beyond the guardrail; and has the lanyard of the fall arrest system attached in accordance with the specifications of the manufacturer of the work platform or aerial device, or a professional engineer.
- ☐ Do you ensure that a lifeline is of an appropriate length to prevent a worker from being ejected from the self-elevating work platform or aerial device if it collapses?

A fall arrest system is not required for a worker who remains within the confines of the guardrail of a scissor lift while the lift is being raised or lowered.

*Maintenance, records and manuals*

- ☐ Do you maintain the self-elevating work platform or aerial device so that it is safe for use?
- ☐ Do you keep a permanent record of all inspections, tests, repairs, modifications and maintenance performed on it? *The record must include the name and signature of the person who maintains it and the person who performs an inspection, test, repair or modification on it.*
- ☐ Do you ensure that the self-elevating work platform or aerial device operator's manual is kept with it?

*Signs*

- ☐ Do you ensure that the self-elevating work platform or aerial device has signs that are clearly visible and legible to an operator at its controls indicating the following: the identity of the supplier; the name and number of the standard to which the platform or aerial device was designed; its rated load; all limiting operating conditions, including the use of outriggers, stabilizers and extendable axles; the specific firm level surface conditions required for use of the platform or aerial device in the elevated position; any warnings specified by the manufacturer; except for a boom-type elevating work platform, the direction of machine movement for each operating control?

*Climbing prohibited*

- ☐ Do you ensure that no worker climbs on the extension mechanism or the boom of a self-elevating work platform or aerial device?

*Use of the self-elevating work platform or aerial device*

- ☐ Do you ensure that a self-elevating work platform or aerial device is used only in accordance with the specifications of its manufacturer or those of the professional engineer who designed it?
- ☐ Do you ensure that a self-elevating work platform or aerial device is not loaded in excess of its rated load, or loaded or used in a manner that affects its stability or endangers a worker?
- ☐ Do you ensure that a self-elevating work platform or aerial device is used only on a firm level surface that complies with the conditions required for its use and is not moved unless all workers on it are protected from falling?
- ☐ Do you ensure that a self-elevating work platform or aerial device when elevated, is accessed by a worker only if procedures for doing so have been established in accordance with the manufacturer's specifications or those of the professional engineer who designed it, and then only in accordance with those procedures?

*Inspection*

- ☐ Do you ensure that a competent person inspects a self-elevating work platform or aerial device before it is first used and daily when it is in use?

***FORKLIFT-MOUNTED WORK PLATFORMS***

*Design and construction*

- ☐ Do you ensure that an elevated work platform mounted on a forklift is commercially manufactured or constructed in accordance with the specifications certified by a professional engineer and is designed to support safely the load that it is expected to support?
- ☐ Do you ensure that an elevated work platform mounted on a forklift is equipped with guardrails and toe-boards that meet the requirements of Part 14 (Fall Protection)?
- ☐ Do you ensure that an elevated work platform mounted on a forklift is equipped with a screen or similar barrier along the edge of the platform adjacent to the mast of the forklift to prevent a worker from coming into contact with the mast drive mechanism?
- ☐ Do you ensure that an elevated work platform mounted on a forklift has a skid-resistant deck?
- ☐ Do you ensure that an elevated work platform mounted on a forklift has the following legibly and permanently marked in a conspicuous place on it: the maximum number of workers who may occupy the platform, the weight of the platform and its rated load, the forklift type for which it has been designed, any other information necessary for its safe operation?
- ☐ Do you ensure that an elevated work platform mounted on a forklift is securely attached to the forks and carriage of the forklift.?

*Use of forklift-mounted work platform*

- ☐ When a worker is on a work platform mounted on a forklift, do you ensure that the forklift is on a stable, level surface, unless it is a rough terrain forklift; and the operator of the forklift remains at its controls when the platform and the forklift are in the elevated position.

*Fall arrest system*

- ☐ Do you ensure that a worker on a work platform mounted on a forklift uses a fall arrest system that meets the requirements and the fall arrest system is attached at an anchor point specified by the professional engineer who designed the work platform?

## Part 29 – Falsework and Flyforms – *Please consult the Regulation*

This Part applies to every workplace where falsework (the structural supports and bracing required to safely support temporary loads during construction, and includes the placement of concrete) or flyform (a complete falsework structure, which is intended to be moved as a unit) systems are used

## Part 30 – Temporary Structures - *Please consult the Regulation*

This Part applies to every workplace where temporary structures are constructed or used.

## Part 31 – Roof Work – *Please consult the Regulation*

This Part applies to every workplace where roofing material is repaired, applied to or removed from a building or structure.

## Part 32 – Precast Concrete – *Please consult the Regulation*

This Part applies to every workplace where precast concrete is used.

## Part 33 – Demolition Work - *Please consult the regulation*

This Part applies to every workplace where demolition work takes place.

## Part 34 – Explosives - *Please consult the regulation*

This Part applies to every workplace where explosives are used.

## Part 35 – WHMIS

- ☐ Do all workers who work with or near a controlled product or perform work involving the manufacture of a controlled product receive training on the content, purpose and significance of supplier labels, workplace labels, and material safety data sheets?
- ☐ Do all workers who work with or near a controlled product or perform work involving the manufacture of a controlled product receives training on procedures for safely storing, using and handling the controlled product and emergency procedures?
- ☐ Is the training developed and implemented in consultation with the Workplace Safety and Health committee and reviewed at least once each year or more frequently if required by a change in work conditions or hazard information?
- ☐ Do you ensure that all containers of controlled products received at the workplace are labelled with a supplier label?
- ☐ If a controlled product is not labelled with a supplier label do you label it with a workplace label?
- ☐ Do you replace a supplier label which becomes illegible or is accidentally removed from the controlled product or the container with another supplier label or a workplace label?
- ☐ If you produce a controlled product (not a fugitive emission) in the workplace do you apply a workplace label to it? *Not required if the controlled product is only used in a laboratory and is clearly identified.*
- ☐ If a controlled product is decanted at a workplace into a container other than the container in which it was received from a supplier, do you ensure that a workplace label is applied to the container? *Not required if the controlled product is only used in a laboratory and is clearly identified.*
- ☐ When a controlled product in a workplace is contained or transferred in a pipe; piping system, including valves; process vessel; reaction vessel; or tank car, tank truck, ore car, conveyor belt or similar conveyance; do you ensure the safe use, storage and handling of the controlled product through a combination of worker education and the use of colour coding, labels, placards or any other mode of identification?
- ☐ Do you ensure that a laboratory sample of a controlled product brought into a laboratory is packaged in a container that has a label with the information outlined in the regulation printed on it? *No supplier label is required on a controlled product that an employer receives from a supplier if the controlled product originates from a laboratory supply house, is intended by the employer solely for use in a laboratory, and is packaged in a container in a quantity of less than 10 kg; and the container is labelled in accordance with paragraph 17(b) of the Controlled Products Regulation*
- ☐ Do you ensure that you have acquired a material safety data sheet for each controlled product in the workplace that is less than three years old?
- ☐ Are the material safety data sheets accessible at all times to the workers who may be exposed to the controlled product and the health and safety committee?
- ☐ If a controlled product or a fugitive emission that contains a controlled product is produced at a workplace, do you prepare a material safety data sheet for the controlled product in question.
- ☐ Do you update the material safety data sheet as soon as practicable but not later than 90 days after new hazard information becomes available; and at least once every three years.
- ☐ If hazardous waste that contains a controlled product is produced, stored, handled or disposed of in the workplace, do you prepare a material safety data sheet for the hazardous waste unless a document which addresses composition, hazards and safe measures for the waste is readily available at the workplace?
- ☐ Do you keep all material safety data sheets for at least 30 years after the sheet was received from the supplier or produced at the workplace?

## Part 36 – Chemical and Biological Substances

- ☐ Do you assess (in consultation with the Workplace Safety and Health Committee) all information that is practicably available respecting a chemical or biological substance present in the workplace to determine if the substance creates or may create a risk to the safety or health of a worker in the workplace?
- ☐ Do you reassess a chemical or biological if there is a change in conditions in the workplace, or in the health or physical condition of a worker known to the employer; or new information about the substance becomes available?
- ☐ Do you develop and implement safe work procedures respecting the use, production, storage, handling and disposal of any chemical or biological substance that an assessment has determined creates or may create a risk to the safety or health of a worker in that workplace?
- ☐ Do you train workers in the safe work procedures?
- ☐ Do you ensure that workers comply with the safe work procedures?
- ☐ If an assessment determines that non-airborne exposure to a chemical or biological substance creates or may create a risk to the safety or health of a worker, do you immediately implement control measures in the workplace to eliminate any risk resulting from non-airborne exposure to the substance?
- ☐ If an assessment determines that the presence of an airborne chemical or biological substance (for which a threshold limit value has been established) creates or may create a risk to the safety or health of a worker, do you establish an occupational exposure limit for the substance that does not exceed the threshold limit value established by the ACGIH?
- ☐ If an assessment determines that the presence of an airborne chemical or biological substance which is a designated material, do you establish an occupational exposure limit for the substance that is as close to zero as possible and does not exceed the threshold limit value established by the ACGIH?
- ☐ If an assessment determines that the presence of an airborne chemical or biological substance (for which a threshold limit value has **not** been established) creates or may create a risk to the safety or health of a worker, do you implement control measures in the workplace sufficient to eliminate any risk to the safety or health of a worker, or ensure that a competent person establishes an occupational exposure limit for the substance that will ensure that the safety or health of all workers in the workplace will not be placed at risk.?
- ☐ If exposure to an airborne chemical or biological substance at a concentration below the threshold limit value for that substance established by the ACGIH creates or may create a risk to the safety or health of a worker in a workplace due to conditions in the workplace (heat, ultraviolet and ionizing radiation, humidity, pressure, length of work shift, work-rest regime, or additive and synergistic effects of materials and workload; or the health or physical condition of a worker in the workplace known to an employer do you establish a lower occupational exposure limit for that substance than the limit established by the ACGIH. The occupational exposure limit established by the employer must ensure that the safety or health of workers who are exposed to the substance in that workplace at levels below that limit will not be placed at risk.
- ☐ If a worker is, or may be, exposed to an airborne chemical or biological substance in the workplace at a concentration in excess of the occupational exposure limit for the substance do you have a competent person conduct monitoring in accordance with NIOSH Manual of Analytical Methods (or another recognized method) of the substance on a regular basis to determine the airborne concentration of the substance; or implement control measures sufficient to ensure that no worker is exposed to the substance in excess of the occupational exposure limit for that substance?
- ☐ Do you make a record of all monitoring, which must include the type of monitoring; the type of equipment used; each result of the monitoring and the time each result was obtained; any interpretation of the monitoring data and the names of the workers whose exposure was measured?

- ☐ Do you maintain a monitoring record for a 30-year period after the monitoring was conducted?
- ☐ If monitoring indicates that a worker has been exposed to an airborne chemical or biological substance at a concentration in excess of the occupational exposure limit established for the substance, do you implement control measures in the workplace sufficient to ensure that the exposure of the worker to the chemical or biological substance does not exceed the occupational exposure limit in the future?
- ❑ If you implement control measures to control the concentration of an airborne chemical or biological substance do you monitor the concentration of the substance in the workplace for a period sufficient to determine that the control measures have reduced the concentration of the substance below the occupational exposure limit for the substance?
- ❑ Do you ensure that no other control measure is reasonably practicable before requiring a worker to wear or use personal protective (which meets the requirements of this regulation) to prevent or reduce exposure to a chemical or biological substance?

## Part 37 – Asbestos

For the purposes of this Part, any material likely to contain asbestos is deemed to be asbestos-containing material until it is determined to be asbestos-free. Nothing in this Part limits or alters any provision of Part 36 (Chemical and Biological Substances).

- ❑ Do you ensure that a person who is competent in identifying asbestos-containing material prepares an inventory (containing the information specified in the regulation) of all the asbestos-containing material in the workplace?
- ❑ Do you ensure that a person who is competent in identifying asbestos-containing material keeps the inventory current by updating it each time asbestos-containing material is added to or removed from the workplace?
- ❑ Do you ensure that a person who is competent in identifying asbestos-containing material inspects the condition of all asbestos-containing material in the workplace at least annually?
- ❑ Do you ensure that a copy of the records of the inventory and the annual inspection of the asbestos-containing material are kept for 30 years from the date the records are made; and are made available for reference by a worker at the workplace?
- ❑ Do you ensure that all asbestos-containing material present in a workplace is identified by signs, labels or by other effective means?
- ❑ Have you developed and implemented an asbestos control plan to prevent asbestos-containing material from becoming airborne in the workplace, and protect the safety and health of a worker if an asbestos-containing material becomes airborne in the workplace?
- ❑ Do you ensure that a worker who is or is likely to be exposed to an asbestos-containing material, or to be employed in a process which may result in an asbestos containing material becoming airborne, is provided information, instruction and training in the hazards of asbestos; the means of identifying asbestos-containing material at the workplace; the use of personal protective equipment; and the purposes and significance of any health monitoring that the worker may be required to participate in?
- ❑ If abatement or removal of asbestos-containing material is performed is it done in a manner that does not create a risk to the safety or health of any person?
- ❑ Do you ensure that before proceeding with the alteration or renovation of a building or structure, measures are taken to prevent any asbestos-containing material in the area of the alteration or renovation from being released into the atmosphere; and
- ❑ Do you ensure that before proceeding with the demolition of a building or structure, any materials with the potential to release asbestos-containing material into the atmosphere are removed in a manner that does not create a risk to the safety or health of any person?

- ❑ Before beginning the work to alter, renovate or demolish a building or structure that contains asbestos-containing material that may release asbestos-containing material into the atmosphere do you notify the director at least five days in advance?
- ❑ Do you prohibit friable asbestos-containing materials being applied in any location at a workplace?
- ❑ Do you prohibit asbestos or asbestos-containing material being sprayed at a workplace?
- ❑ Do you crocidolite asbestos or material containing crocidolite asbestos being brought into your workplace;
- ❑ Do you prohibit the use of pressure spraying equipment of any type to remove asbestos-containing material?
- ❑ Do you prohibit the use of compressed air to clean up asbestos-containing material?
- ❑ Do you prohibit dry sweeping or dry mopping of asbestos-containing material?

## Part 38 – Electrical Safety

This Part applies to every workplace where electrical work is performed.

- ❑ Have you developed and implemented safe work procedures for electrical work?
- ❑ Have you trained workers who do electrical work in those safe work procedures?
- ❑ Do you ensure that workers comply with those safe work procedures?
- ❑ Have you developed and implemented emergency procedures which include the procedures to be followed for rescuing, administering first aid and obtaining further medical assistance to be followed if an electrical worker or other person may come in contact with exposed energized electrical equipment and that contact may affect his or her safety or health?
- ❑ Have you ensured that workers who will implement the emergency procedures are trained in the procedures?
- ❑ Do you ensure that only an electrical worker (a person authorized to do electrical work or restricted electrical work under *The Electricians' Licence Act)* performs electrical work?
- ❑ Do you ensure that the electrical work performed in the workplace conforms to the requirements of *The Electricians' Licence Act*; the *Manitoba Electrical Code*; and where applicable, the by-laws of the municipality?
- ❑ Do you ensure that energized electrical equipment is suitably located and guarded so that it is not contacted by a worker?
- ❑ Do you ensure that when work is being done near exposed, energized electrical equipment, that the work is done in a manner that prevents a worker from contacting the equipment?
- ❑ Do you ensure that if a defect or unsafe condition is identified in electrical equipment, that steps are immediately taken to protect the safety and health of any worker who may be at risk; and the defect is repaired or the unsafe condition is corrected as soon as is reasonably practicable?
- ❑ Do you ensure that if an unsafe condition is identified in a portable power cable, cable coupler or cable component, that the cable, coupler or component is repaired or removed from service?
- ❑ Do you ensure that each electrical panel and switch controlling a service supply, feeder or branch circuit is protected from physical or mechanical damage and is securely mounted in a vertical position to a substantial support in an area free from an accumulation of water,
- ❑ Do you ensure that each electrical panel and switch controlling a service supply, feeder or branch circuit is readily accessible to an electrical worker and clear of any obstructions, and fitted with an approved cover over any uninsulated part carrying a current and an approved filler in any unused opening; and
- ❑ Do you ensure that electrical distribution switches, including main circuit breakers, have a suitable means for being locked-out in the open or de-energized position?
- ❑ Do you ensure that a cable or wire used for temporary electrical distribution is adequately guarded or securely suspended overhead to provide adequate clearance for workers and material?
- ❑ Do you ensure that a temporary light or other temporary electrical device is assembled, installed and maintained in a safe manner and in accordance with the manufacturer's instructions, if any, and is suitably located and guarded to prevent damage to the lamp or device, and if suspended, is suspended by its electrical cord only if designed to be suspended in that manner?
- ❑ Do you ensure that an electrical extension cord used by a worker is of an approved type with a proper grounding connection, visually inspected each day before it is used for possible damage and repaired or replaced, if necessary, not used if the grounding post has been removed or made inoperative, and where it passes through a work area, covered or elevated to protect it from damage and prevent a tripping hazard; and a receptacle for an attachment plug has a concealed contact and is properly grounded?
- ❑ Do you ensure that when work is being done in a damp location or in a metallic enclosure, including a drum, tank, vessel or boiler, an employer must ensure that electrical circuits are

protected by a class "A" ground fault circuit interrupter?

- ❑ Do you must ensure that, where high voltage electrical switch gear or transformers are located in a workplace, access to the gear or transformers is restricted to persons authorized by the employer; and a warning sign is posted?
- ❑ Do you ensure that no worker locks or otherwise fixes an electrical switch in the closed or energized position unless the design specifications of the switch require it to remain locked in the closed position?
- ❑ Have you developed safe work procedures that ensure that an electrical worker doing electrical work de-energizes and locks-out electrical equipment on which work is to be done in a manner that meets the requirements of Part 16 (Machines, Tools and Robots); removes any potential stored power; and does not re-energize the equipment until the work has been completed and all persons in the immediate vicinity are in a safe location? This section does not apply to electrical equipment that operates at extra-low voltage — being voltage of 30 volts or less; and when energized, is not considered a risk to the safety or health of a worker.
- ❑ If it is not reasonably practicable to de-energize electrical equipment before electrical work is done, do you ensure that no electrical worker begins work on energized electrical equipment until the employer, in consultation with the worker, has assessed the conditions or circumstances under which the electrical worker is required to work, and developed safe work procedures that include the use of safety equipment appropriate for the task?
- ❑ Has the worker has been trained in the safe work procedures?
- ❑ Have you designated a worker who is trained in emergency response procedures as a standby worker at the location where the electrical work is to be done and is the standby worker present at the location?
- ❑ Do you ensure that the worker wears all personal protective equipment appropriate for the work to be done?
- ❑ Do you ensure that the environmental conditions at a workplace are assessed to determine the type of protection required to safely use electrical equipment and electrical tools; and the appropriate electrical equipment and electrical tools to be used at the workplace.
- ❑ Do you ensure that a worker only uses electrical equipment and electrical tools in accordance with the manufacturer's specifications; and that are properly grounded, unless the electrical equipment and tools are double-insulated or bear a CSA certified label.

## Part 39 - Health Care Facilities

### *Infectious Materials*

- ☐ Have you created safe work procedures to reduce a worker's risk of exposure to infectious materials?
- ☐ Do you have procedures for identifying workers at the workplace who may be exposed to infectious materials?
- ☐ Do the safe work procedures on infectious materials include procedures for storing, handling, using and disposing of infectious materials?
- ☐ Do the safe work procedures include infection control measures at the workplace, such as vaccination, engineering controls, personal protective equipment, personal hygiene, management of the environment and equipment, patient accommodation, precautions for blood-borne pathogens, and infection control practices based on specific modes of transmission that may be used in situations where certain diseases or micro-organisms require extra caution?
- ☐ Do you have procedures to be followed if there has been a spill or leak of infectious material, a worker has been exposed to infectious material, a worker believes that he or she has been exposed to infectious material?
- ☐ Do you have procedures to be followed when a worker has been exposed to blood or bodily fluids?
- ☐ Do you have procedures for cleaning, disinfecting or disposing of clothing, personal protective equipment or other equipment contaminated with an infectious material;
- ☐ Do you have procedures for investigating and documenting any incident where a worker is exposed to infectious material?
- ☐ Do you procedures for investigating and documenting any occurrence of an occupationally transmitted infection or infectious disease.
- ☐ Have you trained workers in the safe work procedures?
- ☐ Do you ensure that workers comply with the safe work procedures?
- ☐ Do you have procedures in place to ensure that if a worker has been, may have been or may be, exposed to an infectious material, the worker is provided with information about any vaccine recommended in the *Canadian Immunization Guide* published under authority of the Minister of Health (Canada), and the risks associated with the vaccine?
- ☐ Does your facility arrange for the worker to receive the recommended vaccine and pay any associated costs?

### *Waste and Contaminated Laundry*

- ☐ Have you created and implemented safe work procedures for workers who may handle waste or contaminated laundry? Waste means any chemical or biological substance that may create a risk to the safety or health of a worker, including human anatomical waste; animal anatomical waste; microbiological laboratory waste; blood and body fluid waste; and used or contaminated needles and sharps such as knives, blades, scissors and other items that are capable of causing a cut or puncture.
- ☐ Do the safe work procedures include measures to ensure that waste or contaminated laundry is segregated at the place where the waste or contaminated laundry is located or produced and contained in a clearly identified, secure package or container that holds the contents safely until the waste or contaminated laundry is cleaned, disposed of or decontaminated?
- ☐ Do the safe work procedures ensure that the waste or contaminated laundry is cleaned, decontaminated or disposed of in a manner that will not create a risk to the safety or health of a worker or other person?
- ☐ Are procedures in place respecting the use of personal protective equipment appropriate to the risks associated with waste or contaminated laundry at the workplace?

- ☐ Are Sharps containers for waste needles and sharps such as syringes, blades, scissors and other items that are capable of causing a cut or puncture provided and readily accessible?
- ☐ Are the containers specifically designed for the storage and handling of waste needles or other sharps?
- ☐ Is the area of the laundry facility where contaminated laundry is sorted separated from the clean laundry area by one or more of the following: a physical barrier; a negative air pressure system in the contaminated laundry area, a positive air flow from the clean laundry area through the contaminated laundry area?

*Lift and Transfer*

- ☐ Have you developed and implemented safe work procedures for workers who are required or permitted to lift, hold, turn or transfer a patient?
- ☐ Do the safe work procedures on patient handling include procedures for assessing whether a patient requires assistance to move?
- ☐ Is the current status of a patient who has been assessed as requiring assistance to move and the appropriate techniques to move the patient clearly identified in writing or by other visual means at or near the location of the patient?
- ☐ Do you ensure that a worker does not move a patient whose assessment specifies the use of a mechanical device or the assistance of another worker to move a patient without using the mechanical advise or assistance?

*Laser Safety*

- ☐ Have you designed and implemented a safe work procedure meeting the requirements of CSA Standard Z386-01 (R2006), Laser Safety in Health Care Facilities if laser equipment is used in your health care facility?
- ☐ Is all laser equipment at your health care facility operated and maintained in accordance with CSA Standard Z386-01 (R2006), *Laser Safety in Health Care Facilities*.

**Part 40 - Forestry and Arboriculture** – *Please consult the regulation*

This Part applies to every workplace where forestry or arboriculture operations take place.

**Part 41 – Oil and Gas -** *Please consult the regulation*

This Part applies to every workplace where a well is drilled, operated or serviced.

**Part 42 – Firefighters -** *Please consult the regulation*

This Part applies to firefighters and their employers, but does not apply to a person employed to suppress an underground fire at a mine or the employer of such persons

**Part 43 – Diving Operations** - *Please consult the regulation*

This Part applies to every workplace where diving operations take place.