

# Atlantic Offshore Occupational Health and Safety Initiative

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Proposed Policy Intent for Phase 3 of the Atlantic OHS Regulations

Government of Canada  
Government of Newfoundland and Labrador  
Government of Nova Scotia

November 1, 2017

## Table of Contents

INTRODUCTION.....	5
ACRONYMS .....	6
DEFINITIONS.....	7
OHS POLICY, MANAGEMENT SYSTEM, PROGRAM, COMMITTEES AND INFORMATION MANAGEMENT ..	10
OHS Policy .....	10
OHS Management System .....	10
OHS Program.....	11
Workplace Committees .....	13
OHS Coordinators.....	13
Information Sharing and Management .....	13
GENERAL TRAINING, PERSONAL CONDUCT, EMPLOYEE WELLNESS AND FATIGUE MANAGEMENT.....	15
General Training.....	15
Personal Conduct .....	15
Fatigue Management.....	16
Employee Health and Wellness .....	17
HAZARDOUS SUBSTANCES.....	17
DIVISION I – GENERAL.....	17
Hazardous Substances Control Program.....	17
Control of Hazardous Substances .....	18
Exposure to Hazardous Substances .....	19
Storage, Handling & Use .....	20
Warnings .....	21
Assembly of Pipes .....	21
Employee Education .....	22
Health Surveillance .....	23
DIVISION II – HAZARDOUS SUBSTANCES OTHER THAN HAZARDOUS PRODUCTS.....	24
DIVISION III – HAZARDOUS PRODUCTS (WHMIS 2015) .....	24
Application .....	24
Safety Data Sheets and Labels in Respect of Certain Hazardous Products .....	24
Supplier Safety Data Sheets .....	25

Workplace Safety Data Sheets .....	25
Availability of Safety Data Sheets .....	26
Labels .....	27
Portable Containers .....	28
Special Cases .....	28
Laboratories .....	28
Signs .....	30
Replacing Labels.....	30
Exemptions from Disclosure .....	30
Hazardous Waste .....	30
Information Required in a Medical Emergency .....	31
COMPRESSED GAS STORAGE AND HANDLING.....	31
Compressed Gas.....	31
Portable compressed gas cylinders.....	31
RECHARGEABLE BATTERIES.....	32
PERSONAL PROTECTIVE EQUIPMENT .....	33
General.....	33
Protective Work Wear .....	33
Protective Headwear .....	34
Protective Footwear .....	34
Protective Handwear .....	34
Eye and Face Protection.....	34
Hearing Protection.....	34
Respiratory Protection .....	35
Respiratory Protection for Emergency Egress .....	36
Personal Gas Monitoring .....	36
Skin Protection.....	37
Protection Against Drowning.....	37
Immersion Suits .....	37
Firefighter PPE.....	38
Protective Electrical Equipment.....	38

Records.....	39
PASSENGERS IN TRANSIT .....	39
Transit by Helicopter.....	39
Transfer by Vessel .....	40
Life Boats and Life Rafts (Transportation by Helicopter and Vessel).....	40
Training .....	40
FIRST AID .....	41
General.....	41
Physicians.....	42
Medics.....	42
First Aider .....	42
First Aid Kits .....	43
Medical Supplies and Equipment.....	43
Medical Rooms.....	43
Communication and Information.....	44
Transportation .....	44
Records.....	45
EMERGENCY PREPAREDNESS AND RESPONSE.....	46
Emergency Plan.....	46
Emergency Procedures .....	46
Fire Protection .....	47
Fire or Explosion Hazard Areas .....	47
Fire Fighting Equipment.....	47
Fire Team Personal Protective and Associated Equipment .....	48
Emergency Alert Systems.....	49
Emergency Electrical Power.....	49
Emergency Descent Control Devices .....	49
Emergency Equipment.....	50
Instructions and Training .....	50
Emergency Drills and Exercises.....	50
Standby Vessel .....	51

Notices and Records ..... 52

INCIDENT REPORTING AND INVESTIGATION ..... 52

    Report by Employee ..... 52

    Incident Notification ..... 52

    Investigation..... 53

    Investigation Report..... 53

    Minor Injury Record ..... 53

    Retention of Reports and Records..... 53

BLASTING ..... 54

    General..... 54

    Explosives..... 54

## INTRODUCTION

On December 31, 2014, amendments to the federal *Canada-Newfoundland and Labrador Atlantic Accord Implementation Act* and the *Canada-Nova Scotia Offshore Petroleum Resources Accord Implementation Act* and the corresponding provincial laws came into force. These changes established a statutory occupational health and safety (OHS) regime for each offshore area that apply to all workplaces in the offshore area, as well as passengers in transit to/from and in-between those offshore workplaces. The changes also clearly established the Canada-Newfoundland and Labrador Offshore Petroleum Board and the Canada-Nova Scotia Offshore Petroleum Board as the regulator of OHS matters in its respective administrative area.

Simultaneously, transitional regulations (both federal and provincial versions) were brought into force to implement the OHS regime. Those regulations will be automatically repealed in December 2019, requiring that new regulations enter into force prior to that date. As such, the Governments of Canada, Newfoundland and Labrador and Nova Scotia have embarked on the development of OHS regulations under each Accord Act with the participation of the two boards.

As part of the initiative, the governments have held engagement sessions with stakeholders on the various phases of draft policy intent. In addition, the governments will hold, an engagement session on the draft regulatory text. This consultation approach will ensure that stakeholders can provide feedback throughout the process of regulation development.

Stakeholder engagement on Phases 1 and 2 of the draft policy intent took place over summers 2016 and 2017, respectively. In addition, engagement on draft policy intent related to offshore diving took place over September-October, 2017. This document contains the Phase 3 policy intent and represents the remaining topics to be covered within the regulations. Written comments on this policy intent may be submitted by December 8<sup>th</sup>, 2017 to:

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All written comments will be posted to the Atlantic OHS Initiative webpage without any amendments or alterations. The webpage can be found here: <https://www.nrcan.gc.ca/energy/offshore-oil-gas/18883>

Stakeholder consultation will be carried out in 2018 on the draft regulation text, prior to pre-publication in the Canada Gazette Part I.

## ACRONYMS

ACGIH	American Conference of Governmental Industrial Hygienists
ANSI	American National Standards Institute
ASTM	American Society for Testing and Materials
CSA	Canadian Standards Association
CSO	Chief Safety Officer
CGSB	Canadian General Standards Board
EEBD	Emergency Escape Breathing Device
FSS	Fire Safety Systems
IDLH	Immediately Dangerous to Life or Health
ILCOR	International Liaison Committee on Resuscitation
IMO	International Maritime Organization
LSA	Life Saving Appliances
NFPA	National Fire Protection Association
NIOSH	US National Institute for Occupational Safety and Health
POB	Personnel on Board
SCBA	Self-Contained Breathing Apparatus
SDS	Safety Data Sheet
SOLAS	International Convention for Safety of Life at Sea
TLV	Threshold Limit Values
ULC	Underwriters Laboratories of Canada

## DEFINITIONS

“*Advanced first aid certificate*” means the certificate issued upon successful completion of a training program that conforms to the curriculum for advanced first aid outlined in CSA Z1210 First Aid Training for the Workplace – Curriculum and Quality Management for Training Agencies .

“*Blasting activity*” includes all of the following:

- a) storing, handling, transporting, preparing and using explosives,
- b) drilling at a blasting area or in combination with the use of explosives,
- c) loading a well with explosives.

“*Bulk shipment*” has the same meaning as in subsection 5.5(1) of the *Hazardous Products Regulations*.

“*Compressed gas*” means a substance that is a gas at normal room temperature and pressure, and is contained under pressure, usually in a cylinder.

“*Conformity assessment*” means a process or processes for demonstrating that your product, service or system meets the requirements of a standard.

“*Container*” means any package or receptacle, including a bag, barrel, bottle, box, can, cylinder, drum and storage tank.

“*Detonator*” means a device used to fire a charge.

“*Emergency first aid certificate*” means the certificate issued upon successful completion of a training program that conforms to the curriculum for basic level first aid outlined in CSA Z1210 First Aid Training for the Workplace – Curriculum and Quality Management for Training Agencies.

“*Explosive*” means a substance, including a detonator or primed explosive, that is manufactured or used to produce an explosion by detonation or deflagration and that is regulated by the *Explosives Act* but does not include ammunition for weapons, fireworks or explosive-actuated tools.

“*Fatigue*” means a state of reduced mental and physical alertness or functioning caused by sleep related disruption or deprivation as a result of extended work hours, insufficient sleep or the effect of sleep disorders, medical conditions or pharmaceuticals which reduce sleep or increase drowsiness.

“*First aider*” means a person who holds, at minimum, a valid first aid certificate that includes Cardiopulmonary Resuscitation.

“*Fugitive emission*” means a hazardous product in gas, liquid, solid, vapour, fume, mist, fog or dust form that escapes from processing equipment, from control emission equipment or from a product into the workplace.

“*Laboratory sample*” has the same meaning as in subsection 5(1) of the *Hazardous Products*





Regulations.









“Hazardous substance” includes a controlled product (now referred to as Hazardous Product under the Hazardous Product Act, which replaced the Hazardous Materials Information Review Act) and any chemical, biological or physical agent that, by reason of a property that the agent possesses, is hazardous to the health or safety of an individual exposed to it. [defined in the Accord Acts]

“Hazardous waste” means a hazardous product that is acquired or generated for recycling or recovery or is intended for disposal.

“Incident” means any event that caused or, under slightly different circumstances, would likely have caused harm to personnel, an unauthorized discharge or spill or an imminent threat to the safety of an installation, vessel or aircraft. It includes, but is not limited to events which may or may not have resulted in the following:

- a) fatality;
- b) missing person;
- c) serious injury; 
- d) occupational illness; 
- e) fire/explosion;
- f) collision;
- g) pollution;
- h) leak of hazardous substance;
- i) loss of well control;
- j) implementation of emergency response procedures;
- k) the impairment of any structure, facility, equipment or system critical to the safety of persons, an installation or support craft;
- l) the impairment of any structure, facility, equipment or system critical to environmental protection; and
- m) imminent threat to the health or safety of a person, installation or support craft.

“Medic” means a competent person who

- a) has experience with helicopter or fixed-wing aircraft evacuation for medical purposes; 
- b) is the holder of an advanced cardiac life support certificate or basic cardiac life support instructor's certificate issued by a body recognize by the International Liaison Committee on Resuscitation (ILCOR), and 
- c) is the holder of:
  - i. a license to practice medicine in ada and have at least  two years' clinical experience in intensive care or emergency practice, or 
  - ii. a Registered Nursing Certificate issued by a provincial regulatory body and have at least two rs' clinical experience in intensive care or emergency practice, or 
  - iii. a Paramedic III (P3) Certificate issued by a college accredited by the Canadian Medical Association and have at least three years' experience as an advanced life support provider. 

“Muster List” means a written document that assigns personnel to specific muster stations for

evacuation and used to keep track of attendance at each station.

*“Personnel on Board (POB) List”* means a written document containing the overall count of all persons at the facility on a given day.

*“Portable compressed gas cylinder”* means a cylinder having a water capacity of 450 kg or less that contains or is intended to contain a compressed or liquefied gas.

*“Sale”* includes offer for sale, expose for sale and distribute.

*“Serious injury”* (defined in the Act) means an injury that

- a) results in the loss by an individual of a body member or part of a body member or in the complete loss by an individual of the usefulness of a body member or part of a body member;
- b) results in the permanent impairment of a body function of an individual; or
- c) prevents an employee from reporting for work or from effectively performing all the functions connected with their regular work on any day subsequent to the day on which the injury occurred, whether or not that subsequent day is a working day for them.

*“Significant new data”* has the same meaning as in subsection 5.12(1) of the *Hazardous Products Regulations*.

*“Standard first aid certificate”* means the certificate issued upon successful completion of a training program that conforms to the curriculum for intermediate first aid outlined in CSA Z1210 First Aid Training for the Workplace – Curriculum and Quality Management for Training Agencies.

*“Station Bill”* means a posted written document that provides details on what positions are assigned to emergency teams, as well as general instructions for unassigned personnel during an emergency. May also provide minimum safe manning requirements.

*“Supplier label”* means a label prepared by a supplier that discloses any information elements required by the *Hazardous Products Act*.

*“Supplier safety data sheet”* means a safety data sheet prepared by a supplier that discloses any information elements required by the *Hazardous Products Act*.

*“Threshold Limit Value”* or *“TLV”* means the documentation of threshold limit values for chemical substances and physical agents in the work environment by the American Conference of Governmental Industrial Hygienists.

*“Workplace label”* means a label prepared by an Employer in accordance with Hazardous Substances - Division III.

*“Workplace safety data sheet”* means a safety data sheet prepared by an Employer in accordance with subsection 59(1) or (2).

	<p align="center"><b>OHS POLICY, MANAGEMENT SYSTEM, PROGRAM, COMMITTEES AND INFORMATION MANAGEMENT</b></p>
<p>1</p>	<p><b>OHS Policy</b></p> <p>1) OHS policy shall contain:</p> <ul style="list-style-type: none"> <li>a) the commitment of the Operator to cooperate with any committee or coordinator, as the case may be, with regard to health and safety;</li> <li>b) a statement of the responsibilities of supervisors, employees and other workplace parties with regard to health and safety.</li> </ul> <p>2) The OHS policy must be endorsed by the senior corporate official accountable.</p>
<p>2</p>	<p><b>OHS Management System</b></p> <p>1) The Operator shall appoint an accountable person, as defined within Section 2.3 of the Framework Regulations (draft Phase 1 policy intent) on its behalf to ensure that its management system complies with all statutory and regulatory obligations.</p> <p>2) The management system shall:</p> <ul style="list-style-type: none"> <li>a) be systematic, explicit, comprehensive and proactive, with controlled documentation that is set out in a logical and systematic fashion to allow for ease of understanding and efficient implementation.</li> <li>b) correspond to the size, scope, nature and complexity of the Operator's activities, and to the hazards and risks associated with those activities.</li> </ul> <p>3) The Operator must have a documented organizational structure that enables it to:</p> <ul style="list-style-type: none"> <li>a) meet the requirements of the management system and meet its obligations under this section;</li> <li>b) determine and communicate the roles, responsibilities and authority of the corporate officials and employees at all levels of the company;</li> </ul> <p>4) The management system shall include, in addition to those laid out in the Act, the processes for:</p> <ul style="list-style-type: none"> <li>a) setting goals for the improvement of health and safety;</li> <li>b) setting objectives and specific targets that are required to achieve the goals established under (a) and for ensuring their annual review;</li> <li>c) coordinating and controlling the management and operation of activities among Employers, suppliers, the Operator and others;</li> <li>d) conducting formal conformity assessments against all applicable statutory requirements demonstrating equivalency (or better) of any alternate standards used in the workplace (where conformance is permitted)</li> <li>e) ensuring that employees are: <ul style="list-style-type: none"> <li>i. trained and competent to perform their duties;</li> </ul> </li> </ul>



	<ul style="list-style-type: none"> <li>ii. aware of their responsibilities in relation to the processes and procedures required by this section;</li> <li>iii. supervised to ensure that they perform their duties in a manner that is safe; and,</li> <li>iv. aware of the activities of others and has the information that will enable them to perform their duties in a manner that is safe;</li> </ul> <ul style="list-style-type: none"> <li>f) ensuring that all documents associated with the system are current and valid and readily available at all points of use;</li> <li>g) collecting and managing data, including ensuring that data management systems are established and maintained for monitoring and analyzing data and identifying trends associated with personnel and operational health and safety, including hazards, incidents;</li> <li>h) internal reporting, investigation and root cause analysis of nonconformities, hazards, and incidents, and for taking corrective actions to prevent their re-occurrence;</li> <li>i) maintaining training and competency records, including membership of workplace committee training.</li> </ul> <p>5) Where dive activities are expected to take place, the Operator’s OHS Management System must take into account the necessary systems and documentation to conduct safe diving operations</p>
3	<p>Operator must maintain a list of all standards used as alternatives to those that are prescribed (where conformance is permitted) and where the Operator wishes to make a subsequent change to the list, the CSO must be accepted prior to the change occurring.</p>
4	<p><b>OHS Program</b></p> <ul style="list-style-type: none"> <li>1) The OHS Program shall correspond to the size, scope, nature and complexity of the Employer's activities, and to the hazards and risks associated with those activities.</li> <li>2) An occupational health and safety program required under section 205.02/210.02 of the Act shall be signed and dated by the Employer and shall include: <ul style="list-style-type: none"> <li>a) the arrangements for coordinating and controlling the management and operation of activities among the Operator, Employers, suppliers and providers of services and others at the workplace;</li> <li>b) the processes for ensuring that persons contracted by the Employer or for the Employer’s benefit comply with the program developed under this section and the Act and regulations;</li> <li>c) a list of any alternate standards used as alternatives to the prescribed standards (where conformance is permitted);</li> <li>d) conformity assessments demonstrating equivalency (or better) of any alternate standards used in the workplace (where conformance is permitted);</li> <li>e) all the programs required under these regulations;</li> <li>f) identification of the types of work, including those required pursuant to the Act, the regulations or by order of an officer, for which written safe work procedures are required;</li> <li>g) the preparation of those written safe work procedures;</li> </ul> </li> </ul>

- h) an emergency response plan;
  - i) a plan for orienting and training employees and supervisors in workplace and job-specific safe and healthy work practices, plans, policies and procedures, and ensuring that employees are:
    - i. trained and competent to perform their duties,
    - ii. made aware of their responsibilities in relation to the processes and procedures required by this section,
    - iii. made aware of the activities of others and provided the information that will enable them to perform their duties in a manner that is safe;
  - j) the processes for supervising employees to ensure that they perform their duties in a manner that is safe;
  - k) processes for maintaining all records;
  - l) a hazard identification system that includes:
    - i. procedures and schedules for regular inspections;
    - ii. procedures for the prompt investigation of incidents to determine cause(s) of the incident and action(s) necessary to prevent a recurrence;
    - iii. procedures for ensuring the reporting of hazards by employees and other persons in the workplace;
    - iv. identification of those persons accountable for the correction of hazards;
    - v. procedures for reporting by the Employer to the committee or coordinator all identified hazards ;
  - m) a system for workplace occupational health and safety ongoing monitoring, and if changes in hazards are identified, the prompt follow-up and control of identified hazards;
  - n) provisions for establishing and operating an occupational health and safety committee, including provisions respecting:
    - i. maintenance of membership records;
    - ii. procedural rules;
    - iii. access by the committee to management staff with the authority to resolve health and safety issues;
    - iv. access to information about the health and safety matters required under the Act and the regulations; and
    - v. a plan for training committee members as required under the Act and these Regulations.
- 3) An Employer that is required to develop, implement and maintain an occupational health and safety program under section 205.2/210.02 of the Act shall:
- a) review and, where necessary, revise the occupational health and safety program at least every 3 years, or:
    - i. where there is a change of circumstances that may affect the health and safety of persons in the workplace;
    - ii. where the Operator makes changes to its management system; and
    - iii. where a health and safety officer requires a review.

5	<p><b>Workplace Committees</b></p> <p>All committee members shall be provided training that permits them to competently carry out their function on the committee.</p>
6	<p>Committees shall make available to any employee, upon request, the minutes of committee meetings.</p>
7	<p>In addition to what is required by the Act, the Committee rules of procedures shall address, at minimum:</p> <ul style="list-style-type: none"> <li>a) Quorum for a meeting;</li> <li>b) Composition of the committee to ensure that all Employers, providers of service, etc. have employee representation;</li> <li>c) how inspections will be scheduled, initiated and conducted;</li> <li>d) how the committee will process complaints or concerns of employees, work refusals, accidents or incidents reported to the committee or committee member;</li> <li>e) the obligation on committee members to treat a complaint or concern raised to any one member as a complaint or concern raised to the committee as a whole;</li> <li>f) how a recommendation or a response to a complaint or concern is made, including a response to an employee who raised the complaint or concern, and a recommendation to the Employer; and,</li> <li>g) any other elements as required by the CSO.</li> </ul>
8	<p><b>OHS Coordinators</b></p> <p>OHS Coordinators shall be provided training that permits them to competently carry out their function on the committee.</p>
9	<p><b>Information Sharing and Management</b></p> <ul style="list-style-type: none"> <li>1) Records and reports and other types of prescribed information must be retained in a form and manner acceptable to the Board.</li> <li>2) Records and reports shall be made readily available for examination by a health and safety officer and by the workplace committee or coordinator.</li> </ul>

10	<p>1) The Operator or Employer, as the case may be, shall ensure that all document required to be posted under Section 205.097(1)/210.098(1) shall be posted for a minimum of 45 days.</p> <p>2) Where an application for determination has been made under subsection 205.1(1)/210.1(1), all related documents created under subsections 205.097(1)(a)-(c)/210.098(1)(a)-(c) shall remain available until a decision or order has been made under subsection 205.1(6)/210.1(6), and shall accompany the decision or order for the duration of time that the decision or order is required to be posted under section (1) above.</p>
11	Records, reports and any other information that must be retained under these regulations shall be retained by the Employer for the period of time outlined in Table 1, for the respective type of information:

**TABLE 1 – RECORD RETENTION PERIODS**

	<b>Type of Record</b>	<b>Retention Period</b>
1.	Records and reports related to: a) occupational exposure b) potential occupational exposure c) diseases or illnesses that may be occupational-related	Minimum 25 years after the exposure disease or illness was documented 
2.	Records and reports related to incidents	Minimum 10 years after the date the record was documented
2.	Records and reports related to: a) minor injuries b) any other hazardous occurrence [including violence/harassment in the workplace]	Minimum 5 years after the date the record was documented 
3.	Records related to inspection maintenance, repair, modification of the equipment or tools	For as long as the tool or equipment is in use and minimum 3 years after the date the tool or equipment is taken out of service.
4.	Records related to the OHS program or any programs developed under the OHS program	Minimum 3 years after the date the program is replaced or repealed
5.	Records Related to training and Competency	Minimum 3 years after the date a person ceases to be employed to carry out their duties
6.	Diving log books	Minimum 5 years after the log book is complete
7.	Records of drills and exercises	Minimum 3 years after the date the drill or exercise is carried out
8.	Written procedures, plans or codes of practice	Minimum 3 years after the date the procedure, plan or code of practice is replaced or repealed;

9.	Work permits and associated documentation	Minimum 3 years after the date the document is made
10.	Orders received from the CSO	As long as the project is in operation under authorization.
11.	Blasting and explosives records	Minimum 5 years after the date of the blast.

	<b>GENERAL TRAINING, PERSONAL CONDUCT, EMPLOYEE WELLNESS AND FATIGUE MANAGEMENT</b>	
12	<p><b>General Training</b></p> <p>1) Prior to an employee entering any workplace, the Operator shall ensure that employees are provided, and the Employer shall provide training, in, at minimum:</p> <ul style="list-style-type: none"> <li>a) offshore survival training, in accordance with a training program accepted by the CSO;</li> <li>b) regulatory awareness, including Employee rights and responsibilities (and reprisal);</li> <li>c) H2S (hydrogen sulfide) Safety, for drilling and production activities;</li> <li>d) Hazardous substances as per the Part on Hazardous Substances; and,</li> <li>e) First Aid as per the Part on First Aid and Medical Supplies.</li> </ul> <p>2) Prior to commencing work in any workplace, employees must be provided an orientation to the workplace in relation to hazards and emergency procedures and be provided training in any emergency duties that may be assigned.</p>	
13	<p><b>Personal Conduct</b></p> <p>A person shall not engage in horseplay, scuffling, unnecessary running or jumping, practical jokes or other similar activity or behaviour that may create or constitute a hazard to any employee.</p>	
14	<p>Loose-fitting clothing, long hair, dangling accessories, jewellery or other similar items that are likely to be hazardous to the health or safety of an employee in a workplace must not be worn unless they are so tied, covered or otherwise secured as to prevent the hazard.</p>	
15	<p>1) An employee must not work when that employee’s ability to function is impaired in a manner that may be hazardous to the health or safety of any employee at the workplace as a result of fatigue, injury, illness, alcohol, drugs or any other condition.</p> <p>2) Subsection (1) does not apply in the event of an emergency at the workplace that may be hazardous to the health or safety of employees.</p>	



16	An Employee with a medically documented physical or mental impairment shall not be assigned to work where those impairments endanger the health and safety of that employee or other persons in the workplace.
17	<p><b>Fatigue Management</b></p> <p>A Fatigue Management Program shall be established and maintained to effectively manage fatigue and to reduce incidents, injuries and damage where fatigue is recognized as a factor. The program shall address, at minimum:</p> <ul style="list-style-type: none"> <li>a) Identification of the factors that may impact fatigue, including work scheduling, task type and length, work and workplace conditions, employee health and stress;</li> <li>b) Maintaining an appropriate work shift design that allows adequate recovery periods;</li> <li>c) Maintaining records related to persons working excessive hours or without the minimum rest periods;</li> <li>d) Roles and responsibilities of all workplace parties in managing fatigue;</li> <li>e) Training for all workplace parties on safe work practices and procedures related to fatigue as a hazard;</li> <li>f) Regular monitoring of the workplace, including reviews of incidents reports, ergonomic and environmental factors, work hour exceedances, employee complaints and workplace committee reports to identify any trends of fatigue;</li> <li>g) Consideration of fatigue as a hazard in all safe work practices and procedures;</li> <li>h) Consideration of fatigue when investigating incidents preventative action(s) used to eliminate fatigue or reduce the impact of fatigue.</li> </ul>
18	<ul style="list-style-type: none"> <li>1) Every employee shall be provided with a minimum 11 consecutive hours of rest in any given 24-hour period.</li> <li>2) The Employer may allow a person to work without the rest period referred to in subsection (1) provided that: <ul style="list-style-type: none"> <li>a) the Employer has assessed the risk associated with the person working the extra hours and determined, in consultation with the employee(s), that such work can be carried out without increased risk to safety or to the environment; and,</li> <li>b) the employee is provided with compensatory rest period(s) afterwards</li> </ul> </li> <li>3) If an Employer allows a person to work without the rest period referred to in subsection (1), the Employer shall ensure that a description of the work, the names of the employees performing the work, the hours worked and the risk assessment referred to in subsection (2) are recorded.</li> <li>4) Subsection (1) does not apply in the event of an emergency at the workplace that may be hazardous to the health or safety of employees.</li> </ul>

19	<p><b>Employee Health and Wellness</b></p> <p>A Health and Wellness Program shall be established that conforms to CSA Z1003 Psychological Health and Safety in the Workplace that addresses, at a minimum:</p> <ul style="list-style-type: none"> <li>a) substance abuse;</li> <li>b) working remotely;</li> <li>c) mental health;</li> <li>d) Illness management;</li> <li>e) Healthy lifestyle;</li> </ul>
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	<h2>HAZARDOUS SUBSTANCES</h2>
	<p><b>DIVISION I – GENERAL</b></p>
20	<p><b>Hazardous Substances Control Program</b></p> <p>1) If there is a likelihood that the health or safety of an employee in a workplace is or may be endangered by exposure to a hazardous substance, an Employer shall implement a hazardous substance program commensurate with the associated risk for chemical, biological and physical agents exposures.</p> <p>2) Hazardous Substance Program shall include:</p> <ul style="list-style-type: none"> <li>a) assessment of each hazardous substance in the workplace;</li> <li>b) necessary controls to mitigate levels of hazard;</li> <li>c) plan for monitoring;</li> <li>d) ongoing employee education and training;</li> <li>e) Investigation procedures;</li> <li>f) Change management for introduction of a new hazardous substance into the workplace;</li> <li>g) health surveillance, as appropriate; and,</li> <li>h) periodic evaluation of program and results, and revise where required.</li> </ul>
21	<p>In regard to subsection 20(1),the Employer must:</p> <ul style="list-style-type: none"> <li>a) appoint a competent person to carry out the hazardous substance assessment; and,</li> <li>b) for the purposes of providing for the participation of the workplace committee or coordinator, as the case may be, in the hazardous substance assessment, notify either of the proposed hazardous substance assessment and of the name of the competent person appointed to carry out that hazardous substance assessment.</li> </ul>

22	<p>In a hazardous substance assessment referred to in subsection 20(1), the following criteria shall be taken into consideration:</p> <ul style="list-style-type: none"> <li>a) the chemical, biological and physical properties of the hazardous substance;</li> <li>b) the routes of exposure to the hazardous substance;</li> <li>c) the acute and chronic effects on health of exposure to the hazardous substance;</li> <li>d) the quantity of the hazardous substance;</li> <li>e) the manner in which the hazardous substance is produced, stored, used, handled and disposed of;</li> <li>f) the control methods used to eliminate or reduce exposure of employees to the hazardous substance;</li> <li>g) the concentration or level of the hazardous substance to which an employee is likely to be exposed; and,</li> <li>h) whether the concentration of an airborne chemical agent is likely to exceed 50 per cent of the values referred to Section 25.</li> </ul>
23	<p>On completion of a hazardous substance assessment and after consultation with the workplace committee or coordinator, as the case may be:</p> <ul style="list-style-type: none"> <li>a) the competent person shall set out in a written report, signed by the competent person, their: <ul style="list-style-type: none"> <li>i. observations respecting the criteria considered;</li> <li>ii. recommendations respecting the manner of compliance with this Part, including recommendations respecting sampling and testing methods;</li> </ul> </li> <li>b) the Employer shall develop and maintain a written procedure for the control of the concentration or level of the hazardous substance in the workplace;</li> <li>c) An Employer must, as soon as reasonably practicable, implement recommendations made pursuant to subsection (a)(ii) or, <ul style="list-style-type: none"> <li>i. Clearly demonstrate why the recommendation cannot be implemented; and</li> <li>ii. implement controls that afford an equivalent level of protection.</li> </ul> </li> </ul>
24	<p><b>Control of Hazardous Substances</b></p> <ul style="list-style-type: none"> <li>1) Hazardous substances must be eliminated from the workplace, where practicable.</li> <li>2) Where it is not practicable to eliminate, the hazardous substance shall be substituted with a less hazardous substance.</li> <li>3) Where a hazardous substance continues to exist, the atmospheric contamination of the workplace by the hazardous substances must be kept as low as is reasonably practicable using engineering and administrative controls, where practicable.</li> <li>4) PPE shall be utilized only as a last line of defence.</li> </ul>

25	<p><b>Exposure to Hazardous Substances</b></p> <p>An Employer shall ensure that</p> <ul style="list-style-type: none"> <li>a) an employee is informed of the nature and degree of health effects of the hazardous substances to which the employee is exposed;</li> <li>b) exposure of an employee to hazardous substances is as minimal as is reasonably practicable, and where a threshold limit value has been established by the ACGIH, exposure shall not exceed the threshold limit value;</li> <li>c) an employee is not exposed to a substance that exceeds the ceiling limit, short-term exposure limit or 8-hour TWA (time weighted average) limit prescribed by ACGIH;</li> <li>d) Where the work period is more than 8 hours in a 24 hour day, the 8 hour exposure shall be adjusted in accordance the ACGIH <i>Threshold Limit Values (TLVs) Manual</i>;</li> <li>e) where a substance referred to in subsection(c) has an 8-hour TWA limit, an employee's exposure to the substance does not exceed TWA limits prescribed by ACGIH;</li> <li>f) when two or more hazardous substances have a similar toxicological effect on the same target organ or system <ul style="list-style-type: none"> <li>i. their combined effect rather than that of each individually, must be given primary consideration;</li> <li>ii. the additive mixture formula from the ACGIH TLV Manual shall be applied;</li> </ul> </li> <li>g) If there is a likelihood that the concentration of an agent may exceed the value referred to in (c), the air must be sampled and the concentration of the agent determined by a competent person by a test that conforms to the United States National Institute for Occupational Safety and Health in the NIOSH Manual of Analytical Methods, or where NIOSH doesn't provide a methodology or where the methodology isn't applicable, another validated methodology and procedure must be used.</li> </ul>
26	<p>Where an employee may be exposed to a substance which is designated as a reproductive toxin or a sensitizer, an Employer shall develop policy and procedures appropriate to the risk, which may include protective reassignment.</p>
27	<p>The policy and procedures required by section 26 shall include</p> <ul style="list-style-type: none"> <li>a) informing employees about the reproductive toxin and identifying ways to minimize exposure to the toxin for an employee who has advised the Employer of pregnancy, breastfeeding or intent to conceive a child; and,</li> <li>b) identifying ways to eliminate exposure to a sensitizer for an employee who is or may become sensitized to that substance.</li> </ul>

28	<p><b>Storage, Handling &amp; Use</b></p> <p>1) An Employer shall ensure that a hazardous substance produced, stored, used, handled or disposed of at a workplace that creates a risk to the health or safety of employees must be controlled in accordance with the Safety Data Sheets or the manufacturer's specifications, as applicable.</p> <p>2) Where no SDS or manufacturer's specifications exist, the hazardous substance must be controlled in a manner acceptable to the CSO.</p>
29	When a hazardous substance is produced, stored, handled, used or disposed of in a workplace, any hazard resulting from that production, storage, handling, use or disposal must be confined to as small an area as reasonably practicable.
30	Every container for a hazardous substance that is used in a workplace must be so designed and constructed that it protects the employees from any health or safety hazard that is created by the hazardous substance.
31	If a container referred to in Section 30 is emptied and is not to be refilled with the hazardous substance, it must be completely cleaned of the hazardous substance that was stored in it before being reused and the label identifying the hazardous substance must be removed.
32	The quantity of a hazardous substance used or processed in a workplace must, as far as reasonably practicable, be kept to a minimum.
33	Bulk or reserve quantities of a hazardous substance shall be stored in a designated area separate from the work area.
34	Where there is a hazard of ignition of a hazardous substance or combination of hazardous substances, by static electricity, the Employer must adopt and implement practices that conform to the National Fire Prevention Association publication <i>NFPA 77: Recommended Practice on Static Electricity</i> .
35	Substances which are incompatible must be stored in a manner that will prevent them from mixing in the event of a container leakage, breakage or other similar circumstance.
36	A hazardous substance shall be stored in a designated area, in a manner which ensures that it cannot readily fall, become dislodged, suffer damage, or be exposed to conditions of extreme temperature.

37	<p>A designated storage area for a hazardous substance shall be</p> <ul style="list-style-type: none"> <li>a) designed and constructed to provide for the safe containment and protection of the contents;</li> <li>b) clearly identified by signs, placards or similar means;</li> <li>c) designed and maintained to allow the safe movement of employees, equipment and material;</li> <li>d) provided with the required ventilation and lighting;</li> <li>e) in a location not normally occupied by employees, including a living accommodations;</li> <li>f) equipped with a suitable fire suppression system if a flammable or combustible substance are stored in the designated storage area;</li> <li>g) clearly identified on emergency response plans or in procedures for the purposes of emergency response teams; and,</li> <li>h) designed with emergency response capabilities in place.</li> </ul>
38	<p>Where a flammable or combustible substance is dispensed or transferred inside a hazardous substance storage room or area,</p> <ul style="list-style-type: none"> <li>a) the storage room ventilation shall conform to the National Fire Prevention Association publication <i>NFPA 30: Flammable and Combustible Liquids Code</i>, as applicable;</li> <li>b) exhaust air shall be discharged to the outdoors area that does not create a hazard, and makeup air provided;</li> <li>c) makeup air duct passing through a fire separation shall be equipped with an approved fire damper; fire damper should be fitted to close automatically on fire detection or arming of a related fire suppression system; and</li> <li>d) doors shall be self-closing.</li> </ul>
39	<p><b>Warnings</b></p> <p>Where reasonably practicable, automated warning and detection systems must be provided when the seriousness of any exposure to a known hazardous substance exists, or has the potential to exist, so requires.</p>
40	<p>If a hazardous substance is stored in a workplace, signs must be posted in conspicuous places and access points warning of the presence of the hazardous substance.</p>
41	<p>Hazard information in respect of hazardous substances that are, or are likely to be, present in a workplace must be readily available for examination at the workplace.</p>
42	<p><b>Assembly of Pipes</b></p> <p>Every assembly of pipes, pipe fittings, valves, safety devices, pumps, compressors and other fixed equipment that is used for transferring a hazardous substance from one location to another shall be</p> <ul style="list-style-type: none"> <li>a) marked, by labelling, colour-coding, placarding or any other mode, to identify the hazardous substance being transferred and, if appropriate, the direction of the flow;</li> <li>b) fitted with valves and other control and safety devices to ensure its safe operation, maintenance and repair; and,</li> <li>c) designed to control static electricity.</li> </ul>

## Employee Education

- 1) Every Employer shall, in consultation with the workplace committee or coordinator, as the case may be, implement an employee education and training program with respect to hazardous substances in the workplace.
- 2) The employee education and training program shall include
  - a) the education and training of each employee who is likely to handle or be exposed to a hazardous substance, with respect to
    - i. the product identifier of the hazardous substance;
    - ii. all hazard information disclosed by the supplier or by the Employer on a safety data sheet or label;
    - iii. all hazard information of which the Employer is aware or ought to be aware;
    - iv. the observations referred to in subsection 23(a)(i);
    - v. the information disclosed on a safety data sheet referred to in section 55 and the purpose and significance of that information; and
    - vi. in respect of hazardous products in the workplace, the information required to be disclosed on a safety data sheet and on a label under Division III and the purpose and significance of that information;
  - b) the education and training of each employee who installs, operates, maintains or repairs an assembly of pipes or any other equipment referred to in section 42, with respect to
    - i. every valve and other control and safety device connected to the assembly of pipes;
    - ii. the procedures to follow for the safe installation, maintenance, repair and use of the assembly of pipes; and
    - iii. the significance of the labelling, colour-coding, placarding or other modes of identification that are used;
  - c) the education and training of each employee who is referred to in paragraph (a) or (b), with respect to
    - i. the procedures to follow to implement sections 29 and 34;
    - ii. the procedures to follow for the safe storage, handling, use and disposal of hazardous substances, including procedures to be followed in an emergency involving a hazardous substance; and
    - iii. the procedures to follow if an employee is exposed to fugitive emissions; and
  - d) the education and training of each employee on the procedures to follow to access electronic or paper versions of reports, records of education and training given and safety data sheets.
- 3) Every Employer shall, in consultation with the workplace committee or coordinator, as the case may be, review and, if necessary, revise the employee education and training program
  - a) at least once a year;
  - b) whenever there is a change in conditions in respect of the presence of hazardous substances in the workplace; and
  - c) whenever new hazard information in respect of a hazardous substance in the workplace becomes available to the Employer.

44	<p>The Employer shall keep a record of the education and training given to every employee and</p> <ul style="list-style-type: none"> <li>a) make it readily available to the employee in any form, as determined in consultation with the workplace committee or the coordinator, as the case may be; and</li> <li>b) Retain in accordance with the Record Retention schedule in Section 11.</li> </ul>
45	<p><b>Health Surveillance</b></p> <p>Where a report referred to in section 23(a) recommends a medical examination for the employees likely to be exposed to a hazardous substance, the Employer shall consult a physician who has specialized knowledge in respect of the hazardous substance in the workplace.</p>
46	<p>The Employer, having consulted a physician who has confirmed the necessity for a medical examination, shall not permit an employee to work with the hazardous substance in the workplace unless a physician acceptable to the employee has examined and declared the employee fit, or fit with specified restrictions, to work with the hazardous substance.</p>
47	<p>Where the physician examining an employee declares the employee fit with specified restrictions to work with the hazardous substance, the Employer shall not permit the employee to handle the hazardous substance in the workplace except in accordance with the specified restrictions.</p>
48	<p>Where an Employer consults a physician the Employer shall keep a copy of the physician's decision with the report.</p>
49	<p>The cost of a medical examination shall be borne by the Employer.</p>
50	<p>In addition to the medical examination requirements listed above, an Employer shall assess the need for and extent of health surveillance of employees.</p>
51	<p>If recommended as a result of the assessment under section 50 or as required by the CSO, an Employer shall establish and maintain a program for the surveillance of the health of employees, which shall conform to following guidelines</p> <ul style="list-style-type: none"> <li>a) the International Code of Ethics for Occupational Health Professionals; and</li> <li>b) the International Labour Organization's Technical and Ethical Guidelines for Health Surveillance.</li> </ul>
52	<p>The Employer shall ensure that a health surveillance program in a workplace is communicated to the employees of that workplace.</p>
53	<p>An Employer shall keep records of a health surveillance program in accordance with the Record Retention schedule in Section 11, and these records shall be made available to an employee who requests information pertaining to their health surveillance records.</p>



	<b>DIVISION II – HAZARDOUS SUBSTANCES OTHER THAN HAZARDOUS PRODUCTS</b>
54	<p>Every container of a hazardous substance, other than a hazardous product, that is stored, handled, used or disposed of in the workplace shall be labelled in a manner that discloses clearly</p> <ol style="list-style-type: none"> <li>a) the generic name of the substance; and</li> <li>b) the hazard information in respect of the substance.</li> </ol>
55	<p>If a safety data sheet in respect of a hazardous substance, other than a hazardous product, that is stored, handled or used in the workplace may be obtained from the supplier of the hazardous substance, the Employer shall</p> <ol style="list-style-type: none"> <li>a) obtain a copy of the safety data sheet; and</li> <li>b) keep the copy of the safety data sheet readily available for examination by employees in any form, the workplace committee or the coordinator, as the case may be.</li> </ol>
	<b>DIVISION III – HAZARDOUS PRODUCTS (WHMIS 2015)</b>
56	<p><b>Application</b></p> <ol style="list-style-type: none"> <li>1) This Division does not apply in respect of any <ol style="list-style-type: none"> <li>a) manufactured article as defined in section 2 of the <i>Hazardous Products Act</i>; or</li> <li>b) wood or a product made of wood.</li> </ol> </li> <li>2) This Division, other than section 69 does not apply in respect of hazardous waste.</li> </ol>
57	<p><b>Safety Data Sheets and Labels in Respect of Certain Hazardous Products</b></p> <ol style="list-style-type: none"> <li>1) Subject to subsection (2) and section 68 every Employer shall implement the provisions of sections 54 and 55 in respect of a hazardous product and may, in so doing, replace the generic name of the product with the brand name, chemical name, common name or trade name, if the hazardous product <ol style="list-style-type: none"> <li>a) is present in the workplace;</li> <li>b) was received from a supplier; and</li> <li>c) is one of the following: <ol style="list-style-type: none"> <li>i. a hazardous product, other than wood or a product made of wood, that is listed in Schedule 1 to the <i>Hazardous Products Act</i>,</li> <li>ii. a nuclear substance, as defined in section 2 of the <i>Nuclear Safety and Control Act</i>, that is radioactive.</li> </ol> </li> </ol> </li> </ol>

	<p>2) An Employer may store a hazardous product received from a supplier without having a supplier label on it, without having obtained a safety data sheet for it and without having conducted an employee education and training program with respect to the matters referred to in subparagraphs 43(2)(a)(ii) and (c)(ii)</p> <p>a) while the Employer is actively seeking a supplier label and a supplier safety data sheet for the hazardous product; and</p> <p>b) if labelling affixed to the container of the hazardous product containing information on the hazardous product is not removed, defaced, modified or altered.</p>
58	<p><b>Supplier Safety Data Sheets</b></p> <p>1) If a hazardous product, other than a hazardous product referred to in paragraph 57(1)(c), is received in the workplace by an Employer, the Employer shall, without delay, obtain a supplier safety data sheet in respect of the hazardous product from the supplier, unless the Employer is already in possession of a supplier safety data sheet that</p> <p>a) is for a hazardous product that both has the same product identifier and is from the same supplier;</p> <p>b) discloses information that is current at the time that the hazardous product is received; and</p> <p>c) was prepared and dated less than three years before the day on which the hazardous product is received.</p> <p>2) If the supplier safety data sheet in respect of a hazardous product in a workplace is three years old or more, the Employer shall, if possible, obtain from the supplier a current supplier safety data sheet.</p> <p>3) If it is not practicable for an Employer to obtain a current supplier safety data sheet, the Employer shall update the hazard information on the most recent supplier safety data sheet that the Employer has received, on the basis of the ingredients disclosed on that supplier safety data sheet and on the basis of any significant new data of which the Employer is aware.</p> <p>4) The Employer is exempt from the requirements of subsection (1) if a laboratory sample of a hazardous product is received in the workplace from a supplier who is exempted by the <u>Hazardous Products Regulations</u> from the requirement to provide a safety data sheet for that product.</p>
59	<p><b>Workplace Safety Data Sheets</b></p> <p>1) Subject to section 68, if an Employer produces in the workplace a hazardous product, other than a fugitive emission or an intermediate product undergoing reaction within a reaction or process vessel, or imports into Canada a hazardous product and brings it into the workplace, the Employer shall prepare a workplace safety data sheet in respect of that hazardous product.</p>


	<p>2) Subject to section 68, if an Employer receives a supplier safety data sheet, the Employer may prepare a workplace safety data sheet to be used in the workplace in place of the supplier safety data sheet if</p> <ul style="list-style-type: none"> <li>a) the workplace safety data sheet discloses at least the information disclosed on the supplier safety data sheet;</li> <li>b) the information disclosed on the workplace safety data sheet does not disclaim or contradict the information disclosed on the supplier safety data sheet;</li> <li>c) the supplier safety data sheet is readily available for examination by employees in any form, as determined in consultation with the policy committee or, if there is no policy committee, the workplace committee or coordinator, as the case may be; and</li> <li>d) the workplace safety data sheet discloses that the supplier safety data sheet is available in the workplace.</li> </ul> <p>3) An Employer shall review the accuracy of the information disclosed on a workplace safety data sheet referred to in subsection (1) or (2) and update it as soon as practicable after new hazard information or significant new data becomes available to the Employer.</p> <p>4) If the information required to be disclosed on the workplace safety data sheet is not available or not applicable to the hazardous product, the Employer shall, in place of the information, insert the words “not available” or “not applicable”, as the case may be, in the English version and the words “<i>non disponible</i>” or “<i>sans objet</i>”, as the case may be, in the French version, of the workplace safety data sheet.</p>
60	<p><b>Availability of Safety Data Sheets</b></p> <p>1) Every Employer shall keep readily available for examination by employees and by the workplace committee or coordinator, as the case may be, in any workplace in which an employee is likely to handle or be exposed to a hazardous product a copy, of</p> <ul style="list-style-type: none"> <li>a) in the case of an Employer referred to in subsection 59(1) or (2), the workplace safety data sheet; and</li> <li>b) in any other case, the supplier safety data sheet.</li> </ul> <p>2) The workplace safety data sheet and supplier safety data sheet shall be made available in any form, as determined in consultation with the workplace committee or coordinator, as the case may be.</p>

61	<p><b>Labels</b></p> <ol style="list-style-type: none"> <li>1) Subject to sections 63 to 65, each hazardous product, other than a hazardous product referred to in paragraph 57(1)(c), in a workplace and each container in which the hazardous product is contained in a workplace shall, if the hazardous product or the container is received from a supplier,       <ol style="list-style-type: none"> <li>a) in the case where the hazardous product is in a bulk shipment, be accompanied by a supplier label;</li> <li>b) in the case where the Employer has undertaken in writing to apply a label to the inner container of the hazardous product, have applied to it a supplier label as soon as possible after the hazardous product is received from the supplier; and</li> <li>c) in any other case, have applied to it a supplier label.</li> </ol> </li> <li>2) Subject to sections 63 to 65 and 68, if a hazardous product, other than a hazardous product referred to in paragraph 57(1)(c), is received from a supplier and an Employer places the hazardous product in the workplace in a container other than the container in which it was received from the supplier, the Employer shall apply to the container a supplier label or workplace label that discloses the following information:       <ol style="list-style-type: none"> <li>a) the product identifier;</li> <li>b) the hazard information in respect of the hazardous product; and</li> <li>c) a statement indicating that a safety data sheet for the hazardous product is available in the workplace.</li> </ol> </li> <li>3) Subject to sections 67 and 68 no person shall remove, deface, modify or alter the supplier label applied to       <ol style="list-style-type: none"> <li>a) a hazardous product that is in the workplace; or</li> <li>b) the container of a hazardous product that is in the workplace.</li> </ol> </li> </ol>
62	<ol style="list-style-type: none"> <li>1) Subject to sections 63 to 65, if an Employer produces in the workplace a hazardous product, other than a fugitive emission, or imports into Canada a hazardous product and brings it into the workplace, and the hazardous product is not in a container, the Employer shall disclose the following information on a workplace label applied to the hazardous product or on a sign posted in a conspicuous place in the workplace:       <ol style="list-style-type: none"> <li>a) the product identifier;</li> <li>b) the hazard information; and</li> <li>c) a statement indicating that the associated safety data sheet is available in the workplace.</li> </ol> </li> <li>2) Subject to sections 63 and 65 where an Employer produces a hazardous product in the workplace, other than a fugitive emission, or imports into Canada and brings into the workplace a hazardous product, and places the hazardous product in a container, the Employer shall apply to the container a workplace label that discloses the information referred to in paragraphs (1)(a) to (c).</li> </ol>

	<p>3) Subsection (2) does not apply in respect of a hazardous product that is</p> <ul style="list-style-type: none"> <li>a) intended for export, if the information referred to in paragraphs (1)(a) to (c) is disclosed on a sign posted in a conspicuous place in the workplace; or</li> <li>b) packaged in a container and offered for sale in Canada, if the container is or is in the process of being appropriately labelled for that purpose.</li> </ul>
63	<p><b>Portable Containers</b></p> <p>If an Employer stores a hazardous product in the workplace in a container that has applied to it a supplier label or a workplace label, a portable container filled from that container is exempted from the labelling requirements under section 61 or 62 if</p> <ul style="list-style-type: none"> <li>a) the hazardous product is required for immediate use; or</li> <li>b) the following conditions apply in respect of the hazardous product: <ul style="list-style-type: none"> <li>i. it is under the control of and used exclusively by the employee who filled the portable container;</li> <li>ii. it is used only during the work shift in which the portable container was filled; and</li> <li>iii. it is clearly identified by a workplace label applied to the portable container that discloses the product identifier.</li> </ul> </li> </ul>
64	<p><b>Special Cases</b></p> <p>An Employer shall, in a conspicuous place near a hazardous product, post a sign in respect of the hazardous product that discloses the product identifier if the hazardous product is</p> <ul style="list-style-type: none"> <li>a) in a process, reaction or storage vessel;</li> <li>b) in a continuous-run container;</li> <li>c) in a bulk shipment that is not placed in a container at the workplace; or</li> <li>d) not in a container and stored in bulk.</li> </ul>
65	<p><b>Laboratories</b></p> <p>1) If a laboratory sample of a hazardous product is the subject of a labelling exemption under subsection 5(5) of the <i>Hazardous Products Regulations</i>, a label that is provided by the supplier and is affixed to, printed on or attached to the container of the sample received at the workplace and that discloses the following information in place of the information required under paragraph 3(1)(d) of those Regulations is considered to comply with the requirements set out in section 61 with respect to a supplier label:</p> <ul style="list-style-type: none"> <li>a) if known by the supplier, the chemical name or generic chemical name of any material that is in the hazardous product and that is classified under the <i>Hazardous Products Act</i> and the <i>Hazardous Products Regulations</i> as a biohazardous infectious material; and</li> </ul>

- b) the statement “Hazardous Laboratory Sample. For hazard information or in an emergency, call/Échantillon pour laboratoire de produit dangereux. Pour obtenir des renseignements sur les dangers ou en cas d’urgence, composez”, followed by an emergency telephone number for the purpose of obtaining the information that must be provided on the safety data sheet of a hazardous product.
- 2) If a laboratory sample of a hazardous product is the subject of a labelling exemption under subsection 5(6) of the Hazardous Products Regulations, a label that is provided by the supplier and is affixed to, printed on or attached to the container of the sample received at the workplace and that discloses the following information in place of the information required under paragraph 3(1)(c) or (d) of those Regulations is considered to comply with the requirements set out in section 61 with respect to a supplier label:
- a) if known by the supplier, the chemical name or generic chemical name of any material or substance that is in the hazardous product and that is referred to in subsection 3(2) of Schedule 1 to the Hazardous Products Regulations; and
  - b) the statement “Hazardous Laboratory Sample. For hazard information or in an emergency, call/Échantillon pour laboratoire de produit dangereux. Pour obtenir des renseignements sur les dangers ou en cas d’urgence, composez”, followed by an emergency telephone number for the purpose of obtaining the information that must be provided on the safety data sheet of a hazardous product.
- 3) If a hazardous product is in a container other than the container in which it was received from a supplier or is produced in the workplace, the Employer is exempt from the requirements set out in section 62 and subparagraph 63(b)(iii) if
- a) the Employer has complied with subsection (4);
  - b) employee education and training is provided as required by these Regulations; and
  - c) the hazardous product
    - i. is a laboratory sample;
    - ii. is intended by the Employer to be used solely for analysis, testing or evaluation in a laboratory; and
    - iii. is clearly identified through any mode of identification visible to employees at the workplace.
- 4) For the purposes of paragraph (3)(a), the Employer shall ensure that the mode of identification used and the employee education and training provided enable the employees to readily identify and obtain either the information required on a safety data sheet or the information set out in subsections (1) and (2) with respect to the hazardous product or laboratory sample.
- 5) The Employer is exempt from the requirements of section 61 if a laboratory sample of a hazardous product is received in a workplace from a supplier who is exempted by the Hazardous Products Regulations from the requirement to provide a label for that product.

66	<p><b>Signs</b></p> <p>The information disclosed on a sign shall be of such a size that it is clearly legible to employees.</p>
67	<p><b>Replacing Labels</b></p> <ol style="list-style-type: none"> <li>1) If, in a workplace, a label applied to a hazardous product or the container of a hazardous product becomes illegible or is removed from the hazardous product or the container, the Employer shall replace the label with a workplace label that discloses the following information: <ol style="list-style-type: none"> <li>a) the product identifier;</li> <li>b) the hazard information in respect of the hazardous product; and</li> <li>c) a statement indicating that the associated safety data sheet for the hazardous product is available in the workplace.</li> </ol> </li> <li>2) An Employer shall review the accuracy of the information on a workplace label and update it as soon as practicable after new hazard information or significant new data becomes available to the Employer.</li> </ol>
68	<p><b>Exemptions from Disclosure</b></p> <ol style="list-style-type: none"> <li>1) Subject to subsection (2), if an Employer has filed a claim for exemption from the requirement to disclose information on a safety data sheet or on a label under subsection 11(2) of the <i>Hazardous Materials Information Review Act</i>, the Employer shall disclose, in place of the information that the Employer is exempt from disclosing, <ol style="list-style-type: none"> <li>a) if there is no final disposition of the proceedings in relation to the claim, the date on which the claim for exemption was filed and the registry number assigned to the claim under section 10 of the <i>Hazardous Materials Information Review Regulations</i>; and</li> <li>b) if the final disposition of the proceedings in relation to the claim is that the claim is valid, a statement that an exemption has been granted and the date on which the exemption was granted.</li> </ol> </li> <li>2) If a claim for exemption is in respect of a product identifier, the Employer shall, on the safety data sheet or label of the hazardous product, disclose, in place of that product identifier, a code name or code number specified by the Employer as the product identifier for that hazardous product.</li> </ol>
69	<p><b>Hazardous Waste</b></p> <ol style="list-style-type: none"> <li>1) If a hazardous product in the workplace is hazardous waste, the Employer shall disclose the generic name and hazard information in respect of the hazardous product by <ol style="list-style-type: none"> <li>a) applying a label to the hazardous waste or its container; or</li> <li>b) posting a sign in a conspicuous place near the hazardous waste or its container.</li> </ol> </li> </ol>

	2) The Employer shall provide education and training to employees regarding the safe storage and handling of hazardous waste that is found in the work place.
70	<p><b>Information Required in a Medical Emergency</b></p> <p>For the purposes of subsection 205.023(1) / 210.023(1) of the Act, a medical professional is a registered nurse registered or licensed under the laws of a province or a medic. </p>

	<p><b>COMPRESSED GAS STORAGE AND HANDLING</b></p>
71	<p><b>Compressed Gas</b></p> <p>1) An Employer shall ensure that compressed gas in a container is used, stored, transported and handled in a manner in which the hazard is reduced to a minimum, or eliminated, where possible.</p>
72	<p>1) An Employer shall ensure that a regulator, automatic reducing valve, gauge, hose line or other equipment provided for use with a compressed gas cylinder and a particular gas or group of gases, is not used on a compressed gas cylinder containing a different gas unless this use is approved by the supplier of the regulator, automatic reducing valve, gauge, hose line or other equipment.</p> <p>2) An Employer shall ensure that a compressed gas cylinder has</p> <ul style="list-style-type: none"> <li>a) connections to piping, regulators and other components that are kept tight to prevent leakage; and</li> <li>b) valves that are kept closed at all times, whether the cylinder is charged or empty, except where <ul style="list-style-type: none"> <li>i. gas is flowing from the cylinder;</li> <li>ii. the gas in the cylinder is maintaining pressure in a supply line; or</li> <li>iii. the cylinder is on stand-by during and between operations using gas.</li> </ul> </li> </ul> <p>3) An Employer shall ensure that hose lines for conveying flammable gas or oxygen from supply piping or compressed gas cylinders to torches have threads that conform to Compressed Gas Association standard ANSI/CGA V-1, <i>American National Standard/Compressed Gas Association Standard for Compressed Gas Cylinder Valve Outlet and Inlet Connections.</i></p>
73	<p><b>Portable compressed gas cylinders</b></p> <p>An Employer shall ensure that during transportation a portable compressed gas cylinder is</p> <ul style="list-style-type: none"> <li>a) securely fastened and in an upright position, unless designed for transport in another orientation;</li> </ul>





	<ul style="list-style-type: none"> <li>b) has a protective cap attached or located on the cylinder or the cylinder is positioned in a manner that will provide an equivalent level of safety; and</li> <li>c) is transported in a manner that will prevent damage to the cylinder and its components.</li> </ul>
74	<ul style="list-style-type: none"> <li>1) No person shall <ul style="list-style-type: none"> <li>a) roll a portable compressed gas cylinder on its side;</li> <li>b) subject a portable compressed gas cylinder to rough handling; or</li> <li>c) move a portable compressed gas cylinder with a lifting magnet or sling.</li> </ul> </li> <li>2) Where appropriate lifting mechanisms have not been provided on a portable compressed gas cylinder, an Employer shall ensure that a suitable cradle, platform or other device for holding the cylinder are used for lifting it.</li> </ul>
75	<ul style="list-style-type: none"> <li>1) An Employer shall ensure that a portable compressed gas cylinder is stored <ul style="list-style-type: none"> <li>a) in a well-ventilated storage area where the temperature does not exceed 52°C;</li> <li>b) with cylinders grouped by types of gas and the groups arranged to take into account the gases contained;</li> <li>c) with full and empty cylinders separated;</li> <li>d) at a safe distance from all operations that produce flames, sparks or molten metal or result in excessive heating of the cylinder;</li> <li>e) securely with appropriate securing devices that can withstand a fire; and</li> <li>f) with protective devices in place.</li> </ul> </li> <li>2) An Employer shall ensure that a portable compressed gas cylinder is <ul style="list-style-type: none"> <li>a) not exposed to corrosive materials or corrosion-aiding substances;</li> <li>b) protected from excessive heat or fire; and</li> <li>c) protected from falling and from impact.</li> </ul> </li> <li>3) An Employer shall prominently post in a storage area for portable compressed gas cylinders the names of the gases stored.</li> </ul>
	<b>RECHARGEABLE BATTERIES</b>
76	<ul style="list-style-type: none"> <li>1) Where the electric charging of rechargeable batteries is routinely performed, and there are reasonable grounds to believe that contaminants are likely to be generated during the charging process, an Employer shall obtain an assessment in writing from a competent person, who shall determine whether the charging is likely to cause an explosive mixture of hydrogen or the release of another hazardous substance.</li> <li>2) Where the assessment referred to in subsection (1) determines that the charging of rechargeable batteries is likely to cause an explosive mixture of hydrogen or the release of another hazardous substance, an Employer shall ensure that appropriate controls are put in place to mitigate against the hazard.</li> </ul>

	<b>PERSONAL PROTECTIVE EQUIPMENT</b>
77	<p><b>General</b></p> <p>Every person in the workplace who is exposed to a hazard must use the personal protective equipment prescribed by this Part if</p> <ul style="list-style-type: none"> <li>a) it is not reasonably practicable to eliminate or control the hazard in a workplace within safe limits; and</li> <li>b) the use of personal protective equipment may prevent or reduce injury from the hazard.</li> </ul>
78	<p>All personal protective equipment</p> <ul style="list-style-type: none"> <li>a) must be designed to effectively protect the person from the hazard for which it is provided;</li> <li>b) must not itself create a hazard; and,</li> <li>c) Must be compatible so that one item of protective equipment does not make another item ineffective.</li> </ul>
79	<p>All personal protective equipment must be</p> <ul style="list-style-type: none"> <li>a) inspected and tested by a competent person; and</li> <li>b) maintained in good working order and in a clean and sanitary condition by a competent person.</li> </ul>
80	<p><b>Protective Work Wear</b></p> <ol style="list-style-type: none"> <li>1) Appropriate protective work wear must be selected and worn with consideration given to the hazards within the work area.</li> <li>2) Where layering of work wear occurs, then all layers of the work wear must be compatible and it must continue to protect against the hazard.</li> <li>3) Where there is a hazard from moving equipment or loads, work wear must be selected and conform to CSA Z96 <i>High-Visibility Safety Apparel</i>.</li> <li>4) Work wear must be selected in accordance with the Appendix on selection in CSA Standard Z96 <i>High-Visibility Safety Apparel</i>.</li> <li>5) Where there is potential for exposure to fire or radiated heat emitting from fire, fire resistant work wear must be worn that conforms to CSGB 155.21 <i>Recommended Practices for the Provision Against Hydrocarbon Flash Fire</i> or NFPA 2112: <i>Standard on Flame-Resistant Garments for Protection of Industrial Personnel</i>.</li> </ol>

	6) Where there is potential for arc flash, clothing worn beneath the fire resistant work wear must not be made of a synthetic material and they must not contain, or the employee wear, anything that can act as a conductor.
81	<p><b>Protective Headwear</b></p> <p>1) If there is a hazard of head injury in a workplace, the Employer must provide protective headwear conforms to CSA Standard Z94.1, <i>Industrial Protective Headwear — Performance, Selection, Care and Use</i>.</p>
82	<p><b>Protective Footwear</b></p> <p>1) An employee’s footwear shall be of a design, construction and material appropriate to the protection required.</p> <p>2) If there is a hazard of a foot injury or electric shock through footwear, protective footwear must be provided that conforms to CSA Standard Z195, <i>Protective Footwear</i>.</p>
83	<p><b>Protective Handwear</b></p> <p>Appropriate protective handwear must selected and worn with consideration given to the hazards within the work area.</p>
84	<p><b>Eye and Face Protection</b></p> <p>1) If there is a hazard of injury to the eyes, face, ears or front of the neck of an employee in a workplace, the Employer must provide eye or face protectors that conforms to CSA Standard Z94.3, <i>Eye and Face Protectors</i>.</p> <p>2) An eye or face protector must be selected in accordance with Annex A of CSA Standard Z94.3 <i>Eye and Face Protectors</i>.</p> <p>3) Adequate precautions must be taken where a hazardous substance or condition may adversely affect an employee wearing contact lenses.</p>
86	<p><b>Hearing Protection</b></p> <p>In accordance with Part XX - Levels of Sound (<i>was included in Phase 1</i>), where it is not practicable to reduce the noise to permissible levels or to isolate employees from the noise, the employees shall wear personal protective equipment that conforms to CSA Z94.2 <i>Hearing Protection Devices - Performances, Selection, Care and Use</i>.</p>

## Respiratory Protection



- 1) A respiratory protection program must be developed, maintained and implemented and must include the following, at minimum:
  - a) a risk assessment completed by competent person to determine the respiratory hazards present;
  - b) the respirator selection criteria considering the hazards identified in the risk assessment;
  - c) fit testing requirements; and
  - d) the respirator care, use and maintenance requirements.
- 2) Respiratory protective equipment must be:
  - a) selected in conformance with CSA Standard Z94.4, *Selection, Use and Care of Respirators*; and
  - b) listed in the *NIOSH Certified Equipment List* published by the United States National Institute for Occupational Safety and Health.
- 3) If air is provided for the purpose of a respiratory protective equipment:
  - a) the air must be certified to CSA Standard Z180.1, *Compressed Breathing Air and Systems*; and
  - b) the system that supplies air must be tested, operated and maintained in conformance with the CSA Standard referred to in paragraph (a).
- 4) If there is a possibility of exposure to hydrogen sulphide or combustible gases the Employer must provide, at a readily accessible location:
  - a) on the drill floor:
    - i. at least one self-contained positive pressure breathing devices for each  employee normally employed on the drill floor or an air manifold equipped with a face mask for each such employee;
    - ii. at least two hydrogen sulphide detectors; and
    - iii. at least two combustible gas detectors.
  - b) in the area of the shale shakers:
    - i. at least two self-contained positive pressure breathing device for each employee normally employed in that area;
    - ii. at least two hydrogen sulphide detectors; and
    - iii. at least two combustible gas detectors.
- 5) Seal checks must be performed prior to each use to ensure a tight fitting respirator. 

87	<p><b>Respiratory Protection for Emergency Egress</b></p> <ol style="list-style-type: none"> <li>1) Emergency Escape Breathing Devices (EEBDs) that conform to the IMO’s FSS Code shall be placed strategically throughout the marine installation or structure to facilitate the escape of personnel working in remote areas such as engine rooms.</li> <li>2) Smoke hoods to protect against smoke inhalation must be provided in sleeping quarters and machinery spaces.</li> <li>3) For escape from IDLH atmospheres respiratory protection for emergency egress shall be provided that has a rated service time in excess of the anticipated time needed to reach the nearest temporary safe refuge or muster point.</li> <li>4) In addition to subsection(3): <ol style="list-style-type: none"> <li>a) a Pressure-Demand SCBA must be equipped with an audible alarm that sounds when the air supply has diminished to 20% the capacity of the unit; and</li> <li>b) a Multifunctional SCBA/Airline Respirators must have an auxiliary self-contained air supply with a sufficient rated service time to allow for escape by way of the planned escape route, but must not have less than a 15 minute rated service time.</li> </ol> </li> <li>5) Notwithstanding subsection (3) and (4), emergency escape hoods may be used for a limited period of time, in accordance with manufacturer’s specifications, for an employee to access the respiratory protection required under (3).</li> </ol>
88	<p>If a steel or aluminum self-contained breathing apparatus cylinder has a dent, isolated pitting, cracks or splits, which may compromise its integrity, the cylinder must be removed from service until it has been shown to be safe for use by means of a hydrostatic test.</p>
89	<p><b>Personal Gas Monitoring</b></p> <ol style="list-style-type: none"> <li>1) The Employer must carry out a risk assessment to determine whether personal gas monitoring is required, and where it is determined to be necessary, shall provide appropriate personal gas monitoring devices.</li> <li>2) Personal gas monitors must be calibrated in accordance with the manufacturer’s specifications by a competent person.</li> </ol>



90	<p><b>Skin Protection</b></p> <p>If there is a hazard of injury, illness or disease to or through the skin in a workplace, the Employer must provide to every person in the workplace</p> <ul style="list-style-type: none"> <li>a) An effective shield or screen;</li> <li>b) An effective cream or barrier lotion to protect the skin;</li> <li>c) an appropriate body covering; or</li> <li>d) other control measures necessary to protect the skin.</li> </ul>
91	<p><b>Protection Against Drowning</b></p> <p>Where there is a hazard of drowning, the Employer must provide every person with either</p> <ul style="list-style-type: none"> <li>a) a life jacket that conforms to: <ul style="list-style-type: none"> <li>i. Canadian General Standards Board Standard 65.7, Life Jackets; or</li> <li>ii. Regulation 2 of Part 1 of Annex 6 to the International Maritime Organization’s Resolution MSC.81(70), <i>Revised Recommendation on Testing of Life-Saving Appliances</i>;</li> </ul> </li> <li>b) A personal floatation device that: <ul style="list-style-type: none"> <li>i. has been approved by Transport Canada, Canadian Coast Guard or United States Coast Guard;</li> <li>ii. is appropriate for the weight of the person who will wear it;</li> <li>iii. has sufficient buoyancy to keep the person’s head afloat;</li> <li>iv. has fully automated technology and manual inflation back-up; or</li> </ul> </li> <li>c) a safety net or a fall-protection system.</li> </ul>
92	<p><b>Immersion Suits</b></p> <ul style="list-style-type: none"> <li>1) Appropriately fitted immersion suits must be provided to all employees in the event they are required to abandon the workplace.</li> <li>2) Risk assessment to be carried out by Employer who has control over the workplace to determine the number and type of suits required, selection of sizes of suits necessary, and location of suits in the workplace.</li> <li>3) Risk assessment must consider: <ul style="list-style-type: none"> <li>a) Maximum personnel on board (POB);</li> <li>b) Anthropometric (sizing) profile of the employees in the workplace;</li> <li>c) Location within the workplace that employees are generally located for work and leisure activities;</li> <li>d) Potential incidents that may result in emergency evacuation;</li> <li>e) Configuration of the workplace and potential hazards that could be encountered as a result of an incident and evacuation;</li> </ul> </li> </ul>

	<p>f) Time it takes for rescue operations to reach the area;</p> <p>g) Environment and conditions of the location of the workplace;</p> <p>4) Notwithstanding the above, the following minimum number of immersion suits is required:</p> <ul style="list-style-type: none"> <li>a) 2 immersion suits for every person on board a normally attended production, drilling or accommodation installation;</li> <li>b) one immersion suit for every person on board a vessel, plus two extra suits in each of the bridge and the engine control room (consistent with SOLAS requirements);</li> <li>c) one immersion suit for every person on board a normally unattended installation.</li> </ul> <p>5) Immersion suits must conform to</p> <ul style="list-style-type: none"> <li>a) CGSB 65.16 <i>Immersion Suit Systems</i>;</li> <li>b) UL 15027 <i>Standard for Immersion Suits</i>; or</li> <li>c) the International Maritime Organization's <i>International Life-Saving Appliance (LSA) Code</i> and Resolution MSC.81(70), <i>Revised Recommendation on Testing of Life-Saving Appliances</i>; and</li> </ul> <p>6) Where the immersion suit conforms to either subsection 5(b) or 5(c), the immersion suit must additionally conform to Part I, Chapter I, Section 1.2.1; and Part II, Section 15 of the <i>Canadian Life Saving Appliance Standard - TP 14475</i>, published by Transport Canada.</p>
93	<p><b>Firefighter PPE</b></p> <p><i>Refer to section on Firefighting Protective Equipment in the Part on Emergency Preparedness and Response</i></p>
94	<p><b>Protective Electrical Equipment</b></p> <p>Where a person is exposed to an electrical hazard, appropriate protective electrical equipment shall be provided and worn and that conforms to the applicable standard listed below:</p> <ul style="list-style-type: none"> <li>a) ASTM D120 <i>Standard Specification for Rubber Insulating Gloves</i>;</li> <li>b) ASTM D1051 <i>Standard Specification for Rubber Insulating Sleeves</i>;</li> <li>c) ASTM D1048 <i>Standard Specification for Rubber Insulating Blankets</i>;</li> <li>d) ASTM D1050 <i>Standard Specification for Rubber Insulating Line Hose</i>;</li> <li>e) ASTM D1049 <i>Standard Specification for Rubber Insulating Covers</i>;</li> <li>f) ASTM D 178 <i>Standard Specification for Rubber Insulating Matting</i>;</li> <li>g) ASTM F696 <i>Standard Specification for Leather Protectors for Rubber Insulating Gloves and Mittens</i>; and</li> <li>h) ASTM F711 <i>Standard Specification for Fiberglass-Reinforced Plastic (FRP) Rod and Tube Used in Live Line Tools</i>.</li> </ul>





95	<p><b>Records</b></p> <ol style="list-style-type: none"> <li>1) A record of all personal protective equipment requiring maintenance must be kept for as long as the equipment is in use.</li> <li>2) The record referred to in subsection (1) must contain             <ol style="list-style-type: none"> <li>a) a description of the personal protective equipment and the date of its acquisition;</li> <li>b) the date and result of each inspection and test of the personal protective equipment;</li> <li>c) the date and nature of any maintenance work performed on the personal protective equipment since its acquisition; and</li> <li>d) the name of the competent person who performed the inspection, test, maintenance or repair of the personal protective equipment.</li> </ol> </li> </ol>
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<b>PASSENGERS IN TRANSIT</b>	
96	<p><b>Transit by Helicopter</b></p> <ol style="list-style-type: none"> <li>1) The Operator shall ensure all passengers in transit to/from/in-between workplaces by helicopter are supplied with a flight suit that conforms to CSGB 65.17 <i>Helicopter Passenger Transportation Suit</i>.</li> <li>2) All passengers must wear the provided suit during transit.</li> <li>3) Training in the use of the suit, including practice in donning, shall be provided to all passengers.</li> <li>4) Notwithstanding subsection (1) and (2), where an employee is ill or injured the Operator  must carry-out a risk assessment to determine whether it is practicable for the injured employee to don the suit, and where it is not practicable for the injured passenger to don the suit, another means of protection must be provided. </li> </ol>
97	<p>Passengers shall be provided with a means of communicating directly with the pilot in order to alert the pilot of an emergency.</p>
98	<p>Flight tracking technology shall be employed to permit the helicopter to be tracked at all times over the flight path.</p>



99	<p><b>Transfer by Vessel</b></p> <ol style="list-style-type: none"> <li>1) The Operator shall ensure every employee in transit to/from/in-between workplaces by vessel are supplied with an immersion suit that meets the specifications laid out in Section 92(5) and 92(6).</li> <li>2) Training in the use of the suit, including practice in donning, shall be provided to all passengers. </li> </ol>
100	<p>For personnel transfer from a helicopter or vessel to a marine installation or structure (or vice versa) that occurs over water other than by fixed gangway or fast rescue craft, passengers must wear either a helicopter transportation suit (per the above specification) or an immersion suit (per the above specification).</p>
101	<p>For overnight voyages the Operator shall ensure that the maximum occupancy per cabin does not exceed 4 persons and the passenger to full washroom ratio does not exceed 4 to 1. </p>
102	<p><b>Life Boats and Life Rafts (Transportation by Helicopter and Vessel)</b></p> <ol style="list-style-type: none"> <li>1) When determining maximum occupancy and their launching appliances, space requirements related to persons wearing survival suits, in addition to weight, must be considered.</li> <li>2) Life boats and life rafts shall have a means of location tracking.</li> </ol>
103	<p><b>Training</b></p> <ol style="list-style-type: none"> <li>1) All passengers in transit shall possess a valid offshore survival training certificate, acceptable to the CSO, unless granted an exception from Transport Canada under the Canada Aviation Regulations.</li> <li>2) All persons shall receive a visual Helicopter/Vessel Safety Briefing prior to being given transport to or from an offshore installation. The briefing must be repeated for each trip and should include, at a minimum, the following information: <ol style="list-style-type: none"> <li>a) helicopter/vessel awareness;</li> <li>b) demonstration of donning of the helicopter transportation/marine abandonment suit;</li> <li>c) cautionary measures when embarking, disembarking and while enroute;</li> <li>d) the role of passengers during emergencies;</li> <li>e) the location and use of emergency exits and equipment (including compressed air Helicopter Underwater Emergency Breathing Apparatus (HUEBA); and</li> <li>f) escape/abandonment procedures, including meaning of alarms, location of muster stations and location and deployment procedures for survival craft.</li> </ol> </li> </ol>








	<p>3) All passengers transferred by vessel shall be provided with a safety briefing in the procedures and precautions to be observed when transiting from a vessel to an installation or another vessel and vice versa, including at a minimum the following information:</p> <ul style="list-style-type: none"> <li>a) Description of the transfer system (Billy Pugh, FROG, offshore gangway, FRC, etc);</li> <li>b) PPE to be worn; and</li> <li>c) Emergency procedures.</li> </ul>
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	<p><b>FIRST AID</b></p>
<p>104</p>	<p><b>General</b></p> <ol style="list-style-type: none"> <li>1) The Employer who has control over the workplace shall:       <ol style="list-style-type: none"> <li>a) carryout a risk assessment to determine the health and safety risks and scenarios for all reasonably expected injuries and illnesses that could occur in the workplace;</li> <li>b) develop a documented MER (medical emergency response) plan taking in consideration the location and time of year of the project, expected operational and the total POB capacity including the capacity of any accommodation or facilities adjacent to and in control of the Employer;</li> <li>c) establish written instructions that provide for the prompt rendering of first aid  n employee for any injury or illness;</li> <li>d) make a copy of the instructions readily available for examination by employees; and</li> <li>e) provide readily available medics and first aiders, designated in writing, in accordance with Table 2 (below) to render prompt and appropriate first aid  employees and persons in the workplace.</li> </ol> </li> <li>2) The Employer, in consultation with the medic, shall ensure sufficient equipment, facilities, transportation, medications and supply of first aid and medical supplies are available at the workplace, for all reasonably expected injuries and illnesses that could occur and that were identified in the Risk Assessment.</li> <li>3) An Employer shall:       <ol style="list-style-type: none"> <li>a) allow a first aider  any other employee that the first aider  ds for assistance, to provide prompt and adequate first aid  an employee who has been injured or taken ill; and</li> <li>b) ensure that the first aider and any other employee assisting the first aider have adequate time, with no loss of pay or benefits, to provide first aid.</li> </ol> </li> </ol>

**TABLE 2 – FIRST AIDERS AND MEDICS**

# of Employees	# of Standard First Aid	# of Advanced First Aid	# of Medics
6-10	1 plus 1 for every 2 employees in excess of 6	-	-
11-30	3 plus 1 for every 2 employees in excess of 10	1	-
31-40	13 plus 1 for every 2 employees in excess of 30	1	-
Over 40	17 plus 1 for every 2 employees in excess of 40	2 plus 1 for every 10 employees in excess of 40	1

105	<p><b>Physicians</b></p> <p>Every Employer shall ensure that a physician who has specialized knowledge in the treatment of the health and safety hazards that may be encountered in the oil and gas industry is readily available all times for medical consultation or for transportation to the workplace to provide medical treatment.</p>
106	<p><b>Medics</b></p> <p>1) A medic shall:</p> <ul style="list-style-type: none"> <li>a) be assigned to a first aid room;</li> <li>b) be readily available to render first aid;</li> <li>c) if required, accompany an injured or ill employee to- shore and render first aid in transit.</li> </ul> <p>2) In providing first aid to an injured or ill employee, not be overruled by anyone other than a physician.</p> <p>3) The medic shall not be assigned duties that will interfere with the prompt and adequate rendering of first aid.</p>
107	<p><b>First Aider</b></p> <p>A first aider shall:</p> <ul style="list-style-type: none"> <li>a) render first aid to persons who are injured or ill at the workplace;</li> <li>b) in providing care to an injured or ill employee, not be overruled by anyone not trained in first aid; and</li> <li>c) be in charge of providing care for the injured or ill employee until the treatment is complete or the employee is under the care of an equally or more qualified medical caregiver.</li> </ul>

108	<p><b>First Aid Kits</b></p> <p>1) First aid kits must be readily accessible at various locations throughout the workplace and must be clearly identified by a conspicuous sign, and shall </p> <ul style="list-style-type: none"> <li>a) contain only the supplies that are required for rendering first aid; </li> <li>b) be inspected at least monthly, and its contents maintained in a clean, dry and serviceable condition; and</li> <li>c) conform to CSA Z1220 <i>First Aid Kits for the Workplace</i>.</li> </ul> <p>2) A risk assessment must be carried out to determine the number and location of automated external defibrillators required in a workplace, but at minimum, one shall be provided in every workplace in a common area accessible to employees.</p>
109	<p><b>Medical Supplies and Equipment</b></p> <p>1) The Employer shall carry out a risk assessment, in consultation with a medic, to determine the appropriate type and quantity of medical supplies and equipment necessary for the workplace, giving consideration to the following: </p> <ul style="list-style-type: none"> <li>a) number of POB;</li> <li>b) nature of work and activities carried out in the workplace and the real and potential hazards related to that work or activities;</li> <li>c) distance to and response time for emergency medical services; </li> <li>d) layout of the workplace;</li> <li>e) environmental factors, including thermal considerations.</li> </ul> <p>2) Prescription drugs or other medications dispensed by the medic shall be stored in a locked cabinet under the control of the medic. </p>
110	<p><b>Medical Rooms</b></p> <p>1) The Employer shall ensure that a medical room is provided and that it is clearly identified by a conspicuous sign where the workplace is normally occupied.</p> <p>2) Every medical room shall be:</p> <ul style="list-style-type: none"> <li>a) under the supervision of a medic, or where a medic is not required, the first aider available in the workplace who is the holder of the highest level of first aid certificate;</li> <li>b) located within easy access to a toilet room; </li> <li>c) constructed to allow for optimum ease of access to persons carrying a patient on a stretcher;</li> <li>d) maintained in an orderly and sanitary condition;</li> <li>e) contains information regarding hazardous substances in the workplace and the first aid required to treat exposure to the hazardous substances; </li> </ul>

	<ul style="list-style-type: none"> <li>f) maintained, if reasonably practicable, at a temperature of not less than 18°C and not more than 24°C;</li> <li>g) have surfaces that are easily cleaned;</li> <li>h) equipped with: <ul style="list-style-type: none"> <li>i. A treatment table accessible from both sides and at least one end;</li> <li>ii. an adjustable medical lamp</li> <li>iii. An arrangement to secure an occupied stretcher in place horizontally</li> <li>iv. a washbasin supplied with cold water and hot water; </li> <li>v. a storage cupboard and a counter;</li> <li>vi. a separate cubicle or curtained-off area with a cot or bed equipped with a moisture-protected mattress and two moisture-protected pillows;</li> <li>vii. a table and two or more chairs; </li> <li>viii. a lockable medical chest or cabinet;</li> <li>ix. a waste bin and a means to safely dispose of biohazards and sharps;</li> </ul> </li> <li>i) have sufficient electrical outlets with appropriate voltage configuration for the equipment to be used;</li> <li>j) be within easy access to the helideck;</li> <li>k) located and constructed to permit ease of manoeuver of an occupied stretcher between the medical room and helideck;</li> <li>l) be provided with effective means of hands-free communication and an up-to-date list of appropriate emergency contacts and telephone numbers for use in emergencies; and</li> <li>m) the first aid supplies and equipment set out in this Part.</li> </ul>
111	<p><b>Communication and Information</b></p> <p>The Employer shall have available in the medical room:</p> <ul style="list-style-type: none"> <li>a) information regarding first aid to be rendered for any injury or illness;</li> <li>b) information regarding transport procedures for injured person.</li> </ul> <p>The Employer shall post and keep posted in a visible place in the workplace:</p> <ul style="list-style-type: none"> <li>a) information regarding the location of first aid kits and medical rooms;</li> <li>b) at every first aid kit and medical room, a list of first aider, and information on how they may be contacted;</li> <li>c) near the telephones, a list of telephone numbers kept up-to-date for use in emergencies;</li> </ul>
112	<p><b>Transportation</b></p> <ul style="list-style-type: none"> <li>1) Before assigning persons to a workplace, the Employer shall: <ul style="list-style-type: none"> <li>a) ensure that for that workplace there is an ambulance service or other suitable means of transporting an injured or ill person to a hospital onshore;</li> <li>b) provide for that workplace a means of quickly summoning the ambulance service or other suitable means of transportation.</li> </ul> </li> </ul>

	<p>2) If air transportation is the primary or only method for transporting an injured person, all of the following requirements must be met:</p> <ul style="list-style-type: none"> <li>a. before the start of operations in a workplace, arrangements must be made with an air or medevac service to ensure that an appropriate aircraft is reasonably available to the workplace during those operations;</li> <li>b. the arrangements in paragraph (a) must include procedures for: <ul style="list-style-type: none"> <li>i. the Employer to determine the availability of appropriate aircraft for medevac before the start of each work day; and</li> <li>ii. the air service to notify the Employer if an appropriate aircraft ceases to be available including but not limited to crew, aircraft or weather constraints.</li> </ul> </li> </ul> <p>3) Where a person is transported to shore for medical treatment, the Employer shall ensure a first aid kit is readily available for transport with the injured or ill person.</p> <p>4) If a stretcher is required, the Employer shall ensure that the means of transportation provided is capable of accommodating and securing occupied stretcher(s).</p> <p>5) If injured or ill person needs to be accompanied during transportation, the Employer shall ensure that the person is accompanied by a first aider or higher level of medical aid during transportation.</p>
113	<p><b>Records</b></p> <p>1) If an injured or ill person reports for treatment to a first aider, or if a first aider renders first aid to a person, the first aider must</p> <ul style="list-style-type: none"> <li>a) enter in a first aid record the following information: <ul style="list-style-type: none"> <li>i. the date and time of the reporting of the injury or illness;</li> <li>ii. the full name of the injured or ill person;</li> <li>iii. the date, time and location of the occurrence of the injury or illness;</li> <li>iv. a brief description of the injury or illness;</li> <li>v. a brief description of the first aid rendered, if any;</li> <li>vi. a brief description of arrangements made for the treatment or transportation of the injured or ill; and</li> </ul> </li> <li>b) sign the first aid record.</li> </ul> <p>2) The Employer must keep a first aid record in accordance with Section 11.</p>

	<p style="text-align: center;"><b>EMERGENCY PREPAREDNESS AND RESPONSE</b></p>
114	<p><b>Emergency Plan</b></p> <ol style="list-style-type: none"> <li>1) Every Employer who has control over the workplace shall conduct a risk assessment of the workplace and develop, implement and maintain an emergency plan that sets out the procedures, practices and resources and monitoring necessary to effectively prepare for and mitigate against the effects of, or/and evacuation from, any reasonably foreseeable emergency that might compromise the health and safety of employees.</li> <li>2) Where there are multiple Employers in a workplace, they must either abide by: <ol style="list-style-type: none"> <li>a) emergency procedures developed and implemented by the Employer who has control over the workplace; or</li> <li>b) emergency procedures that have been integrated with those of the Employer who has control over the workplace.</li> </ol> </li> </ol>
115	<p><b>Emergency Procedures</b></p> <p>The emergency procedures developed and maintained as part of the Emergency Plan must contain a full written description of the procedures to be followed by the employees, including but not limited to</p> <ol style="list-style-type: none"> <li>a) A process for updating the list of the personnel on board;</li> <li>b) a statement of the maximum number of people who can safely occupy the workplace under normal conditions;</li> <li>c) the duties of the employees during the execution of the procedures, including an indication of the station at which each crew member is to report;</li> <li>d) instructions that inform people of the emergency alarm signals, including a description of how the order to abandon is given;</li> <li>e) the name, position, usual location and contact information of each person responsible for the execution of the procedures and their delegates;</li> <li>f) the name, address and contact information of the holder of the operating licence for which the workplace is working under;</li> <li>g) a list of agencies, companies or organizations, including those operating in the nearby vicinity, that could render assistance in the event of an emergency and their contact information;</li> <li>h) Contact information for support craft or other means of transport to be used to evacuate the workplace; and</li> <li>i) a drawing illustrating the arrangement of the workplace that will clearly show <ol style="list-style-type: none"> <li>i. the location of all exits, stairways, elevators, corridors, fire escapes and any other routes of exit;</li> <li>ii. location of life saving appliances, muster stations and survival crafts;</li> </ol> </li> </ol>


	<ul style="list-style-type: none"> <li>iii. a list and location of the emergency and protection equipment required to carry out the procedures;</li> <li>iv. the location of the main emergency shut-down switches for the lighting, heating, ventilation, air conditioning and elevator systems and other electrical equipment;</li> <li>v. the location, quantity and type of all communications equipment;</li> <li>vi. the location of first aid areas and casualty clearing areas; and</li> <li>vii. scale of the drawing and the name of the person who verified the drawing;</li> <li>j) the estimated amount of time required to complete the execution of the plan.</li> </ul>
116	<p>A copy of the emergency plan and procedures, including associated station bills, muster and personnel on board lists, must be kept up to date and readily accessible to all employees at the workplace, including</p> <ul style="list-style-type: none"> <li>a) Muster Lists to be posted in conspicuous places on every deck;</li> <li>b) Station bills to be posted in each cabin; and</li> <li>c) POB must be updated daily and posted by muster points so that head count can be taken on mustering.</li> </ul>
117	<p><b>Fire Protection</b></p> <ul style="list-style-type: none"> <li>1) Every workplace must be so designed, constructed, arranged and maintained as to minimize, to the extent that is reasonably practicable, the risk of fire.</li> <li>2) Fire escapes, exits, stairways and any other means of evacuation at a workplace must be in serviceable condition and ready for use at all times.</li> <li>3) Exits to the exterior must be clearly identified by illuminated signs or otherwise clearly visible during emergency egress conditions.</li> <li>4) Location of safety equipment and escape routes marked with light-reflecting signs and directional arrows.</li> </ul>
118	<p><b>Fire or Explosion Hazard Areas</b></p> <ul style="list-style-type: none"> <li>1) In areas that have been identified as Hazardous Areas, a person shall not use an open flame or other source of ignition or perform any hot work, unless in accordance with Part on Hotwork.</li> <li>2) Signs must be posted in conspicuous places at all entrances to a Hazardous Area, identifying the area as an area at risk for fire and explosion.</li> </ul>
119	<p><b>Fire Fighting Equipment</b></p> <p>Every workplace must be equipped with the fire fighting equipment that is appropriate for the type of workplace and class of fire that may occur.</p>





### Fire Team Personal Protective and Associated Equipment

- 1) The Employer must ensure that fire team is provided with personal protective and associated equipment for fighting fires in an appropriate quantity and size, as determined by the risk assessment carried out in section 114 and Contingency Plan required under the Framework Regulations, where applicable.
- 2) Notwithstanding the above, the minimum number of personal protective and associated equipment required on a normally attended installation involved in the drilling for or production of hydrocarbons is 10.
- 3) Personal Protective equipment for the purpose of fighting fires must include, at minimum:
  - a) a self-contained breathing apparatus that
    - i. is capable of functioning for at least 30 minutes;
    - ii. conform to the requirements of:
      1. Canadian Standards Association CAN/CSA-Z94.4, *Selection, Use, and Care of Respirators*,
      2. NFPA 1981 Standard on Open Circuit Self Contained Breathing Apparatus for the Fire Service; and
      3. CSA Z 180.1, *Compressed Breathing Air and System*
    - iii. Is equipped with a personal distress alarm device;
    - iv. has two spare bottles readily available;
  - b) a portable electric safety lamp that
    - i. will operate safely in the conditions anticipated;
    - ii. capable of operating for at least three hours;
    - iii. can be easily attached to the clothing of a firefighter, at or above the waist level;
  - c) an axe with an insulated handle and a carrying belt;
  - d) a fire-resistant life and signalling line and a safety belt and harness that meet the requirements of National Fire Protection Association 1983 *Standard on Fire Service Life Safety Rope, Harness and Hardware*;
  - e) protective clothing, including boots, gloves, helmet and visor, coat and trousers that conforms to National Fire Protection Association 1971 *Standard on Protective Clothing for Structural Fire Fighting*, and that
    - i. protects the skin from being burned by heat radiating from a fire and by steam;
    - ii. has a water-resistant outer surface;
    - iii. in the case of boots, is made of rubber or other electrically non-conducting material;
  - f) in the case of gloves, conforms to National Fire Protection Association 1973 *Standard on Gloves for Structural Fire Fighting*.
- 4) Fire Team Personal Protective and associated equipment must be kept ready for use and stored in a place that is easily accessible and at least one set must be easily accessible from the helicopter deck.



	<p>5) Firefighters wearing respiratory equipment must be accompanied by another firefighter similarly equipped with the same air capacity.</p>
121	<p><b>Emergency Alert Systems</b></p> <p>1) Every workplace must be equipped with an public address and alarm system , which shall be audible in all areas of the workplace where employees may be present at any given time that warns all employees when</p> <ul style="list-style-type: none"> <li>a) the safety of the workplace is threatened;</li> <li>b) the workplace has to be abandoned (evacuated) immediately;</li> <li>c) a fire; there is a malfunction of a mechanical ventilation system provided for an area where concentrations of toxic or combustible gases may accumulate; and</li> <li>d) there is a person overboard, and any other condition or event is likely to threaten the health or safety of employees at the workplace.</li> </ul> <p>2) In areas where noise levels may prevent a person from being alerted of an emergency, both audible and visual alarms shall be installed.</p>
122	<p><b>Emergency Electrical Power</b></p> <p>Every workplace must be equipped with an emergency electrical power supply sufficient to operate the following for safe occupancy and /or egress from the workplace,</p> <ul style="list-style-type: none"> <li>a) the alarm system and warning devices;</li> <li>b) the emergency lighting system;</li> <li>c) internal and external communications systems; and</li> <li>d) light and sound signals marking the location of the workplace.</li> </ul>
123	<p><b>Emergency Descent Control Devices</b></p> <ul style="list-style-type: none"> <li>1) An emergency descent control device that is equipped with a brake mechanism that controls the descent of persons using the device must be provided in the derrick of a drilling rig and on elevated parts of a production facility.</li> <li>2) The system must be capable of operating following loss of main power.</li> <li>3) The Employer must set out in writing working instructions for the use of the device referred to in subsection (1) and keep them in a conspicuous place on the drilling rig or production facility.</li> <li>4) An emergency descent-control device referred must be installed, inspected and maintained by a competent person.</li> </ul>

124	<p><b>Emergency Equipment</b></p> <p>If, in a workplace, there is a hazard of entering the ocean</p> <ol style="list-style-type: none"> <li>a) Appropriate emergency equipment must be provided and held in readiness;</li> <li>b) a competent person to operate all the emergency equipment provided must be readily available;</li> <li>c) unless a standby vessel is in the vicinity at all times, a fast rescue craft meeting the requirements of the <i>LSA Code</i> must be provided and held in readiness;</li> <li>d) written emergency procedures for all scenarios where a person may fall into the ocean must be prepared by the Employer containing <ol style="list-style-type: none"> <li>i. a full description of the procedures to be followed and the responsibilities of all persons in the workplace;</li> <li>ii. the location of any emergency equipment; and</li> <li>iii. Training in the rescue procedures and the use of rescue equipment.</li> </ol> </li> </ol>
125	<p><b>Instructions and Training</b></p> <ol style="list-style-type: none"> <li>1) Every employee must be instructed and trained in <ol style="list-style-type: none"> <li>a) the procedures to be followed by the employee in the event of an emergency; and</li> <li>b) the location, use and operation of any emergency and fire protection equipment that they are reasonably expected to use.</li> </ol> </li> <li>2) Any employee assigned to an emergency response team must be educated, trained, and competent in their roles and responsibilities enabling them to safely and effectively carry out their assigned emergency team duties.</li> </ol>
126	<p><b>Emergency Drills and Exercises</b></p> <ol style="list-style-type: none"> <li>1) There must be a plan in place which describes the various emergency drills and exercises to be conducted, the types of scenarios and frequency, based on the risk assessment carried out in Section 110 and must include, as applicable:  <ol style="list-style-type: none"> <li>a) Well control drill;</li> <li>b) Ballast control drill;</li> <li>c) Person overboard/fast rescue boat drill;</li> <li>d) First aid drill;</li> <li>e) Anchor quick release drill;</li> <li>f) Maritime security drill;</li> <li>g) Collision;</li> <li>h) Helicopter crash;</li> <li>i) loss of containment;</li> <li>j) rescue from height;</li> <li>k) Confined space drill;</li> <li>l) Electrical incident rescue;</li> <li>m) spill response.</li> </ol> </li> </ol>

	<p>2) Notwithstanding the above, the following drills and exercises must be conducted at the minimum frequency specified below:</p> <ul style="list-style-type: none"> <li>a) A fire drill conducted monthly;</li> <li>b) A drill to practice mustering must be conducted weekly;</li> <li>c) A drill to practice evacuation and abandonment of the workplace, including lowering of davit-launched lifeboats (without launching) where applicable, must be conducted at least monthly; and,</li> <li>d) Where the workplace is equipped with lifeboats: <ul style="list-style-type: none"> <li>i. lifeboats must be boarded by employees wearing survival suits and securing themselves on a seat in a manner that ensures that each employee participates in this exercise at least every 3 months;</li> <li>ii. An annual drill with lifeboat lowering, launching and operation/manoeuvring, type dependent;</li> <li>iii. davit-launched lifeboats are launched and manoeuvred in the water annually;</li> <li>iv. Free fall lifeboats are launched and manoeuvred annually either: <ul style="list-style-type: none"> <li>a. By free fall; or</li> <li>b. Secondary means (e.g. crane), coupled by simulated launching.</li> </ul> </li> </ul> </li> </ul> <p>3) Everyone in the workplace must participate in the applicable drills, so scheduling must account for the various shift rotations to ensure everyone is familiar with how to respond and proficient in carrying out their duties during an emergency.</p> <p>4) Drills and exercises related to potential scenarios that require donning of marine abandonment suits must require new employees, during their first rotation, to practice donning the suit.</p> <p>5) The drills and exercises noted above must be carried out after any significant change in the activities of a program or in the emergency plan or procedures.</p>
127	<p><b>Standby Vessel</b></p> <p>For every drilling operation and production operation, the Employer must provide a standby vessel that has capacity to reach personnel within 20 minutes and that provides safe refuge for all employees who have evacuated from a workplace. </p>

128	<p><b>Notices and Records</b></p> <ol style="list-style-type: none"> <li>1) Notices must be posted at appropriate locations at a workplace setting out the emergency procedures to be followed and the escape routes to be used in the event of an emergency.</li> <li>2) Every Employer must keep a record of all emergency drills and evacuation drills carried out by the Employer's employees containing: <ol style="list-style-type: none"> <li>a) the date and time at which the drill or exercise was conducted;</li> <li>b) the drill or exercise scenario(s);</li> <li>c) list of all persons who participated in the drill or exercise;</li> <li>d) the length of time taken to complete the drill or exercise, including length of time to achieve a full muster; and </li> <li>e) observations regarding effectiveness of the drill or exercise, and opportunities for improvement.</li> </ol> </li> <li>3) Records of drills and exercises must be retained in accordance with Section 11.</li> </ol>
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	<p><b>INCIDENT REPORTING AND INVESTIGATION</b></p>
129	<p><b>Report by Employee</b></p> <p>If an employee becomes aware of an incident or other hazardous occurrence arising in the course of or in connection with the employee's work that has caused injury to the employee or to any other person, the employee must without delay report the accident, incident or other hazardous occurrence to the Employer, orally or in writing.</p>
130	<p><b>Incident Notification</b></p> <ol style="list-style-type: none"> <li>1) If an Employer is aware of an incident, or other hazardous occurrence affecting any of the Employer's employees in the course of employment, the Employer must, without delay, <ol style="list-style-type: none"> <li>a) take necessary measures to ensure the safety of personnel;</li> <li>b) notify the Operator.</li> </ol> </li> <li>2) The Operator shall notify the Board of an incident or other hazardous occurrence, in the form and manner prescribed by the Board, as soon as it becomes known to the Operator.</li> <li>3) Within 24 hours after the incident or other hazardous occurrence, the Operator must provide written notice of the incident or other hazardous occurrence, in the form and manner as prescribed by the Boards.</li> </ol>

131	<p><b>Investigation</b></p> <ol style="list-style-type: none"> <li>1) The Employer must <ol style="list-style-type: none"> <li>a) appoint a competent person to carry out an investigation of the incident or other hazardous occurrence; and</li> <li>b) notify the committee or the coordinator of the incident or other hazardous occurrence and of the name of the person appointed to investigate it.</li> </ol> </li> <li>2) The Operator shall ensure that incidents and other hazardous occurrences are investigated to a level proportional to the potential consequences, and identify its causal factor(s), root cause(s), and corrective and preventative action(s).</li> </ol>
132	<p><b>Investigation Report</b></p> <ol style="list-style-type: none"> <li>1) An investigation report identifying the causal factor(s), root cause(s), corrective and preventative action(s), and other information of the incident or other hazardous occurrence must, within 14 days after the occurrence, be submitted to the: <ol style="list-style-type: none"> <li>a) Operator;</li> <li>b) committee or the coordinator; and</li> <li>c) Board.</li> </ol> </li> <li>2) The report to the Board must be in the form and manner prescribed by the Board.</li> </ol>
133	<p><b>Minor Injury Record</b></p> <ol style="list-style-type: none"> <li>1) Every Employer must keep a record of each minor injury  which the Employer is aware that affected any of the employees in the course of employment.</li> <li>2) The record must contain <ol style="list-style-type: none"> <li>a) the date, time and location of the occurrence that resulted in the minor injury;</li> <li>b) the name of the injured or ill employee;</li> <li>c) a brief description of the minor injury; and</li> <li>d) the causes of the minor injury. </li> </ol> </li> </ol>
134	<p><b>Retention of Reports and Records</b></p> <p>Records and reports must be retained in accordance with the record retention schedule in Section 11.</p>

	<b>BLASTING</b>
135	<p><b>General</b></p> <ol style="list-style-type: none"> <li>1) An Employer must ensure that each person involved in any blasting activity under this Section is competent all persons who are authorized to have access to explosives are designated by the Employer.</li> <li>2) All blasting activity requires a permit to work as per Part XX (Permit to Work).</li> <li>3) Safe work procedures must be developed and must include the following: <ol style="list-style-type: none"> <li>a) a detailed description of how the planned blasting activity will be safely performed;</li> <li>b) provisions for the safe prime of a charge;</li> <li>c) identification of when non-sparking tools are required;</li> <li>d) consideration of possible effects from weather conditions;</li> <li>e) provisions for oversight of explosives by a competent person;</li> <li>f) provisions for the safe storage and handling of detonators;</li> <li>g) provisions for the safe transportation, storage, handling, preparation and loading of explosives;</li> <li>h) provisions for the protection of people and property;</li> <li>i) provisions for misfires; and</li> <li>j) provisions for storage of loaded perforating guns.</li> </ol> </li> </ol>
136	<p><b>Explosives</b></p> <ol style="list-style-type: none"> <li>1) A detonator must not be stored with an explosive that is not a detonator.</li> <li>2) A detonator must not be stored with a detonator of a different type.</li> <li>3) Not more than 75 kg of explosives must be stored on a drilling unit or offshore production facility.</li> <li>4) Explosives must be stored in a locked container that is accessible only to a qualified person.</li> </ol>
137	<ol style="list-style-type: none"> <li>1) The competent person must make a record of all explosives used or stored by the competent person or removed for use.</li> <li>2) The record must be kept readily accessible at the workplace and must contain <ol style="list-style-type: none"> <li>a) the type and amount of explosives used, stored or removed for use;</li> <li>b) the date of use, storage or removal;</li> <li>c) particulars of the blast activity; and</li> <li>d) the name of the qualified person who made the record.</li> </ol> </li> <li>3) An Employer must keep the copy of all records related to explosives and blasting in accordance with Section 11.</li> </ol>