



**R. Fryer Forest Products LTD.**  
**Monetville, Ontario**  
**Policies & Procedures**

*Number of Pages: 3*

*SWO Number: BAS 23*

*Revised: October 31 2007*

*Date:*  
**June 12<sup>th</sup> 2006**

*Originated By:*  
**Tim Richer**

*Approved By:*

*Subject:*     **HEALTH HAZARDS, MONITORING & HYGIENE SURVEYS**

## **POLICY**

R. Fryer Forest Products recognizes that health hazards in the workplace must be identified and controlled to ensure employee's health is protected. The company will ensure health hazards in this workplace are assessed, monitored and if necessary controlled.

## **RESPONSIBILITIES**

1. The company will ensure supervisors and H&S Reps adequately understand health hazards and how to control them. It will ensure an annual assessment of health hazards is done and that identified hazards will be monitored and have adequate controls developed and implemented. It will also ensure hygiene monitoring is conducted on health hazards that have a legal maximum exposure level once every 3 years or as requested by the H&S Rep.
2. Supervisors must investigate complaints of health hazard and inform all affected employees of any suspected/known health hazards and precautions to take. They must also be observant of possible health hazards in the workplace and informally monitor employee exposure levels and implement controls as needed.
3. H&S Reps will conduct an assessment of health hazards each year and identify which health hazards pose the most serious threats to employee health and inform the company of their findings. They will also be involved in hygiene monitoring and the development of controls.
4. Employees must notify the supervisor of the existence of any possible health hazard, and comply with precautions or controls that are implemented.

## **HEALTH HAZARDS & CONTROLS**

The most recent assessment of health hazards in the workplace has identified the following health hazards and locations they are found. Controls have also been developed for each, and a monitoring process to determine extent of exposure.

1. **Excessive Heat:** during hot summer days. Yearly implementation – June 1<sup>st</sup>  
**Control:** Humidex readings above 44 will result in employees being sent home.  
Readings between 36 and 44 will invoke a range of measures to be implemented by the Superintendent.  
**Monitoring:** Will be done by the Superintendent and/or the JHSC. This will be done utilizing thermometers and a chart to measure the temperature with the Humid-X factored in.

### **Excessive Heat Cont...**

If it is found that the temperature has reached the established level then the following will take place:

- a) Superintendent will ensure that water is provided to employees
- b) Superintendent will ensure that cool-down breaks, not less than 5 minutes be taken every hour.
- c) If the temperature reaches or exceeds the established level of 44 with the Humid-X workers will be sent home.

**2. Excessive Cold:** during cold winter days/nights – yearly implementation at the annual re-orientation at year's end.

Control: Workers are sent home when temperatures reach a specific point.

- Yard workers are sent home when temperatures reach -35 degrees Celsius with windchill factored in.
- Mill workers are sent home when temperatures reach – 35 degrees Celsius without windchill.

Monitoring: Will be done by the Superintendent and/or the JHSC using on site thermometers and radio broadcasts of current temperatures and windchill. If it is found that temperatures have reached the established levels then the following will take place:

- a) If the temperature reaches -30 degrees Celsius then the Superintendent will ensure that extra warm-up breaks are taken at regular intervals.
- b) If the temperature reaches -35 without the windchill then all workers are sent home.
- c) If the temperature reaches -35 with the windchill yard workers are sent home.

**3. Excessive Noise:** while operating any equipment or within any of the company's high noise areas, Planer, Sawmill, and Roundshed.

Control: - Hearing protection is available from the company and must be worn in areas with 85 dBA or higher. Supervisors are to ensure that employees use proper hearing protection at all times. Defective P.P.E. are to be returned and new ones will be issued. Employees notified of this procedure at their orientation.

- Millwrights shall maintain equipment in such a way as to limit excessive noise caused by dull saws, regular sharpening shall be done. Regular greasing of bearings to prevent overheating and squealing.
- The chipper room has a door which should remain closed to limit noise.
- Planer room also has doors which remain closed to limit noise.
- Chains on the planer boardway are kept above the metal channel to prevent squealing.
- Saws in the Roundshed are changed regularly to prevent high noise from dull cutting, and chains are oiled regularly.

Monitoring: Supervisors are responsible to monitor the use of all P.P.E. Millwrights to maintain regular maintenance on all equipment. A yearly noise survey will be done.

4. **Wood Dust:** is recognized as a hazard with a maximum exposure limit.

Control: Wood dust limits shall be checked every 3 years via OFSWA, or if conditions of the workplace change to include operations which produce more dust.

- Areas of high dust content shall be monitored by JHSC and controls implemented by the company. The Bagger equipment is recognized as a high dust area, as no removal system is in place it is recommended that the operator wear a dust mask.
- Other areas such as the planer re-saw have a dust removal (blower) system in place.
- Areas suggested to be high in dust content, such as the mill re-saw and the roundshed trimmers have been tested and found within limits.
- Also having sharp saws on the trimmers keeps the dust to a lower level than dull ones would.

Monitoring: H&S Reps shall determine if a test should be initiated due to changes in operations, or the 3 year mark is reached.

5. **Metal Dust:** Is recognized as a hazard with a maximum exposure limit.

Control: Metal dust limits shall be checked every 3 years via OFSWA, or if conditions of the workplace change to include operations which produce more metal dust.

- Areas of high metal dust content shall be monitored by JHSC and controls implemented by the company.
- The Filing/Millwright room is recognized as a high metal dust area. There is a ventilation fan and a window that can be opened.

Monitoring: H&S Reps shall determine if a test should be initiated due to changes in operations, or the 3 year mark is reached.

## **OTHER PROCEDURES**

1. When formal Hygiene monitoring is required, OFSWA will be asked to conduct the Hygiene survey or provide names of others who might.

# GENERAL HEALTH HAZARDS

## Chemical

- harmful chemical compounds in the form of solids, liquids, gases, mists, dust, fumes & vapours exert toxic effects by inhalation (breathing), absorption (through direct contact with the skin), or ingestion (eating or drinking)
- when handling chemical hazards, workers should practice proper personal hygiene, particularly hand washing

## Biological

- includes bacteria, viruses, fungi, & other living organisms that can cause acute & chronic infections by entering the body either directly or through breaks in the skin
- when handling material/equipment with suspected biological hazards, workers should practice proper personal hygiene, particularly hand washing

## Physical

- Physical health hazards include radiation or temperature exposures in excess of bodily tolerances. Includes excessive noise, vibration, light (snow blindness), hot/cold temperatures, and ionizing & non-ionizing electromagnetic radiation (UV, microwaves, etc)
- Most common is noise which is controlled by various measures; excessive heat can also be a serious hazard if not controlled.

## Ergonomic (Sprains & Strains)

- this is range of tasks including but not limited to lifting, holding, pushing, walking & reaching
- ergonomic problems result from; technological changes, increased repetition, poorly designed job tasks, excessive vibration & noise, eye strain & heavy lifting

## Air Contaminants in general

- Air contaminants enter the body through inhalation where they enter the lungs and the blood stream very quickly. It's the most devastating route of entry, and can cause serious harm to the lungs.
- Mostly from chemical or biological agents that are in a particulate, gas, or vapour state of matter and includes dusts, fumes, mists, aerosols & fibres
  - dusts: created by mechanical processes such as crushing, grinding, drilling, abrading or blasting
  - fumes: formed when material from a volatilized solid condenses in cool air to form a very small air borne particles (i.e. welding fumes have gases and condensed metal particles)
  - mists: finely divided liquid suspended in the atmosphere - formed by splashing, foaming, or atomizing (aerosol cans)
  - fibres: solid particles whose length is several times greater than their diameter (asbestos)
  - Gases: airborne chemical in a gaseous state that are toxic by themselves or displace oxygen. Includes all chemicals with low boiling temperatures. Examples are acetylene, nitrogen, helium, argon, carbon monoxide, hydrogen sulphide, carbon dioxide, etc.
  - Vapours: liquids when heated or through evaporation, changes into vapours. Found in chemical storage areas, where parts cleaning & painting takes place. Includes gasoline, solvents, etc.