



PH: 905-664-4943
FAX: 905-664-2553
EMAIL: INFO@BULLIVANT.CA
WWW.BULLIVANT.CA

HEALTH AND SAFETY NEWSLETTER

INDOOR AIR QUALITY



INSIDE THIS ISSUE:

Indoor Air Quality 1

Inside Story 2

In The News 2

MOL Enforcement Statistics 2

MOL Snapshot: Industrial Services Sector 2

Training Schedule 3

Indoor air quality may be the most important element in keeping your office a healthy and pleasant place to work. Good quality air is air that can be breathed continuously without risk to health. Poor quality air can irritate eyes, skin, nose and throat. It can cause mental fatigue, headaches, a stuffy nose, and other flu-like symptoms.

These symptoms are caused by contaminants in the air from two sources: biological (such as fungi, moulds, bacteria or viruses) or chemical (such as fumes from new furniture or solvents). These sources can irritate tissues and cause allergic reactions or infections.

Every office has a variety of contaminants, which can accumulate to high levels and

can affect health. Carbon monoxide from vehicle exhaust can be sucked into air intakes and circulated to all parts of the building. Moist plant soils and dehumidifier trays provide ideal breeding ground for the bacteria. These can cause diseases or allergic reactions if allowed to accumulate to a high level. Photocopiers and other electrical equipment can produce ozone, a colourless, highly irritating gas. Walls, carpets and furniture can emit chemicals such as formaldehyde. Photocopier toner or cigarette ash particles can become airborne and inhaled.

Physical factors such as air temperature, humidity, and air circulation, affect general comfort and can influence air quality. For example, exces-

sive humidity can stimulate the growth of microbes. On the other hand, if the air is too dry, static electricity builds up and particles become suspended in the air where they can be inhaled or cause skin rashes. Employees may suffer from dry skin, nose and throat irritation, nosebleeds, headaches, or dizziness from dry air.

Air circulation is important. Each workstation must receive a continuous supply of enough fresh air. Air circulation can be influenced by the arrangement of furniture, partitions, or equipment.

Mechanical ventilation systems are designed to provide a comfortable working environment. However, they are made for specific room sizes and occupancy levels.

MACHINE GUARDING

Effective Machine Guarding Safety Programs are fundamental components of most workplace health and safety programs. Machine guarding helps to prevent items such as arms, fingers, hair and clothing from coming into contact with moving or dangerous parts of machinery. Without such guarding, the result can be severe or even fatal.

To develop such a program you should first understand the ways that your machinery can move and the non-moving hazards of the equipment. These movements and hazards can cause severe damage should a body part come in contact.

You should identify the "Points of Operation" and power transmission sources for each machine or piece of equipment. Knowing both the moving / non-moving hazards of the machinery and the "Points of Operation" will help you to understand what types of guarding may be necessary.

You should evaluate the guards present and the ability for the operator to bypass the guard. Many injuries occur as a result of the operator removing the guard because "It was in the way".

Many pieces of equipment are engi-



neered for safety. Removing manufacturer-installed guards should be prohibited at your workplace. You should employ a method such as a Job Safety Analysis (JSA) to identify solutions to problematic guards, machines or energy sources.

Need some help? One of our Occupational Health and Safety Consultants would be happy to assist you in any way to ensure you meet the regulations while keeping everyone safe.

IN THE NEWS

- A beer producer fined \$50,000 after a worker was injured for failing to ensure that equipment was properly guarded
- A machine shop fined \$60,000 after a young worker was injured, for failing to ensure that failing to ensure that material being moved or stored was done so in such a way that it would not tip or fall
- A retailer was fined \$75,000 for failing to ensure that mobile equipment was operated by a competent person

A 25 percent victim fine surcharge was added to the total of each of the above cases.

Ministry of Labour Enforcement Statistics

Field Visits

A field visit occurs when a ministry inspector visits a workplace and meets with the workplace parties in order to enforce the [Occupational Health and Safety Act](#) (The Act). Field visits may be for the purpose of an **inspection, investigation** or a **consultation**.

| Program/Total | 2002/03 | 2007/08 |
|---------------|---------------|----------------|
| Construction | 20,454 | 37,611 |
| Industrial | 24,133 | 53,505 |
| Mining | 2,716 | 4,716 |
| PSS | 4,790 | 5,443 |
| Total | 52,093 | 101,275 |

MOL SNAPSHOT: INDUSTRIAL SERVICES SECTOR

DESCRIPTION OF WORKPLACES:

- Elevator/escalator installation/maintenance
- Display and Billboard Advertising
- Power Laundries/Dry cleaners
- Linen Supply
- Custom Welding
- Metal Fabricating

MAJOR HAZARDS

- Machine entanglement
- Lifting devices/forklifts
- Automated equipment
- Welding hazards
- Material handling equipment

- Noise, heat, cleaning chemicals
- Falls from heights--roof tops,ladder
- Ergonomics and repetitive strain injuries/overexertion
- Chemical exposures
- Electrical contact/electrical testing/trouble shooting

KEY ISSUES

- Motor vehicle injuries--service workers in vehicles
- Chemical and biological contamination--laundries
- [Workplace Hazardous Materials Information System](#)


(WHMIS) and Occupational Exposure Limits (OELs)

ENFORCEMENT DIRECTION

It is recommended that Inspectors pay particular attention to the following:

- Lifting devices
- Workplace Hazardous Materials Information System (WHMIS)
- Equipment guarding and lock-out
- Electrical hazards
- Floors and surfaces
- Falls
- Driver safety programs

BULLIVANT & Associates Inc. Spring Training Schedule 2009

| | |
|--|--|
|  | <p style="text-align: center;">Overhead Crane Operator Training – Half Day Stoney Creek: February 10th, March 10th, April 14th</p> <p style="text-align: right;">Cost: \$120 + gst per person # 8000</p> |
| <p style="text-align: center;">Forklift Certification – Full Day Stoney Creek: February 11th, March 11th, April 15th</p> <p>Cost: \$120 + gst per person # 8001</p> | <p style="text-align: center;">Forklift Re-Certification – Half Day Stoney Creek: February 12th, March 12th, April 16th</p> <p>Cost: \$75 + gst per person # 8002</p> |
| <p style="text-align: center;">WHMIS – Half Day Stoney Creek: February 25th, March 18th, April 22nd</p> <p>Cost: \$99 + gst per person # 8003</p> | <p style="text-align: center;">Lockout/Tagout – Half Day Stoney Creek: February 13th, March 20th, April 24th</p> <p>Cost: \$120 + gst per person # 8004</p> |
| <p style="text-align: center;">Confined Space Awareness – Half Day Stoney Creek: February 10th, March 23rd, April 24th</p> <p>Cost: \$120 + gst per person # 8005</p> | <p style="text-align: center;">Due Diligence for Managers – Half Day Stoney Creek: February 19th, March 23rd, April 23rd</p> <p>Cost: \$120 + gst per person # 8006</p> |
| <p style="text-align: center;">JHSC Certification Part I – Two Day Stoney Creek: February 2nd/3rd, March 2nd/3rd April 6th/7th St Catharines: February 9th/10th, March 9th/10th April 13th/14th Mississauga: February 11th/12th, March 11th/12th April 15th/16th</p> <p>Cost: \$395 + gst per person # 8007</p> | <p style="text-align: center;">JHSC Certification Part II – Two Day Stoney Creek: February 24th/25th, March 24th/25th April 28th/29th St Catharines: February 19th/20th, March 30th/31st April 27th/28th Mississauga: February 26th/27th, March 26th/27th April 30th/May 1st</p> <p>Cost: Dependant on number of modules required. # 8008</p> |
| <p style="text-align: center;">First Aid/CPR – Two Day Stoney Creek: February 17th/18th, March 16th/17th April 20th/21st</p> <p>Cost: \$115 + gst per person # 8009</p> | <p style="text-align: center;">First Aid/CPR Re-Certification – Full Day Stoney Creek: February 9th, March 9th, April 13th</p> <p>Cost: \$70 + gst per person # 8010</p> |
| <p style="text-align: center;">Fall Arrest – Half Day Stoney Creek: February 13th, March 13th, April 17th</p> <p>Cost: \$120 + gst per person # 8011</p> | <p style="text-align: center;">Train the Trainer – Full Day Stoney Creek: February 4th, March 4th, April 8th St Catharines: February 4th, March 4th, April 8th Mississauga: February 17th, March 17th, April 21st</p> <p>Cost: \$275 + gst per person # 8012</p> |
| <p style="text-align: center;">Forklift Train the Trainer – Full Day Stoney Creek: February 5th, March 5th, April 9th St. Catharines: February 5th, March 5th, April 9th Mississauga: February 19th, March 18th, April 22nd</p> <p>Cost: \$900 + gst per person # 8013</p> | <p style="text-align: center;">WHMIS Train the Trainer – Full Day Stoney Creek: February 6th, March 6th, April 10th St Catharines: February 6th, March 6th, April 10th Mississauga: February 20th, March 19th, April 23rd</p> <p>Cost: \$900 + gst per person #8014</p> |
| <p style="text-align: center;">Transportation of Dangerous Goods – Half Day Stoney Creek: March 13th</p> <p>Cost: \$120 + gst per person # 8015</p> | <p style="text-align: center;">Call to book any session at your facility and at a time and date that is convenient for you.</p> |