



## Procedure

Saskatoon & Area - Occupational Health & Safety

**Number:** 50-002

**Title:** Biological Hazard: Mould

**Saskatchewan Employment Act:**

**OHS Regulation:** 65, 66, 67, 302

**Date:** January 1, 2017

**Date Revised/Reaffirmed:** April 20, 2018

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### Purpose

- To establish the processes for mould related concerns
- To ensure adequate clean air within the work environment
- To provide a procedure to follow when mould is suspected or identified in the workplace

### Procedure for Mould related concerns:

- Worker reports visible mould or an earthy or musty odor to their manager/supervisor
- Worker reports to the Safety Alert System/Incident Reporting Line
- Manager investigates and develops a short and long term action plan
- Manager completes the incident investigation form
- Manager contacts Facilities Management for assessment and remediation as appropriate. This may include:
  - Keep the humidity in the building below 60 %, ideally between 30-50%
  - Regularly clean and disinfect air conditioners
  - Consider mould-resistant paint for humid rooms such as bathrooms, tubrooms and kitchens
  - If building has a crawl space, make sure it is kept dry
  - In a dirt crawl space, ensure that porous structural materials like drywall and cardboard do not contact the dirt floor
  - Continually monitor and deal with moisture problems. Signs may include condensation on windows, swelling or cracking of plasterboard, drywall tape loosening, wood warping and musty odours
  - Discard ceiling tiles that becomes water-soaked
  - Repair leaky roofs, walls, and basements
  - Promptly clean up, disinfect, and dry items that have become soaked after a sewer backup or flood. If the cleanup has not been contained and dried within 24hrs then remediation may be required

**Non-Compliance/Breach:**

Non-compliance with this policy will result in a review of the incident. A review for non-compliance may result in disciplinary action, up to and including termination of employment or privileges; fines and /or prosecution of individuals under the Saskatchewan Employment Act and OHS Regulations.

**Resources**

- Facts about Mould <http://www.publications.gov.sk.ca/details.cfm?p=69001>
- CCA 82 Mould Guidelines for the Canadian construction industry, 2004  
<http://infonet.sktmhr.ca/fes/Documents/CCA82MouldGuidelines.pdf>

Review Dates:

January 1, 2017

April 20, 2018