



## Policy

Saskatoon & Area - Occupational Health & Safety

**Number:** 53-001

**Title:** Physical Hazard: Air Quality

**Saskatchewan Employment Act:**

**OHS Regulation:** Part VI 65-67, 88

**Date:** January 1, 2017

**Date Revised/Reaffirmed:** May 14, 2018

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### Purpose

- To ensure the adequate supply of clean, wholesome air and ventilation to SHA facilities
- To ensure workers are aware to report when they feel the air is unsafe
- Ongoing maintenance of air circulation throughout the place of employment

### Definition

**“Air Quality”** refers to air that is harmless and inoffensive. The air is free of an accumulative amount of contaminants or impurities. The degree to which the ambient air is pollution-free is assessed by measuring a number of indicators of pollution.

### Roles and Responsibilities

Employer must ensure:

- Adequate ventilation is in place
- A mechanical ventilation system is in place and is sufficient and suitable to protect the workers from air that could cause harm
- The system is cleaned and regularly maintained

Manager/Supervisor must ensure:

- That roles and responsibilities of all workers are being met, as well as applicable legislation and/or standards
- Only competent workers inspect and maintain all parts of the ventilation system
- All ventilation openings are free of obstructions or sources of contamination
- Records are kept of all inspections, maintenance and cleanings
- That an effective plan is in place and communicated for the immediate protection of all workers in the event of a failure of the system
- Communicate the results of the air quality investigation to inhabitants of the facility, workers and the Occupational Health Committee

Worker must ensure:

- They report to their supervisor and the Safety Alert System / Incident Report Line any unsafe conditions that may occur in the quality of air or with the system itself

**Orientation & Training**

- Training in all policies and procedures related to air quality
- Site or department specific training about any related tasks involving the mechanical ventilation system
- Training on use and care of appropriate PPE related to tasks involving the mechanical ventilation system

**Materials**

- Copies of policies and procedures related to tasks involving the mechanical ventilation system
- Appropriate PPE if 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.

Review Dates:

January 1, 2017

May 14, 2018