





# Table of Contents

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McDonald Brothers Construction Inc.

Revised, February 2018

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Ottawa, ON.



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## 1 - Safety Policy

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McDonald Brothers Construction Inc.

### **Safety Policy Statement**

The management of McDonald Brothers Construction Inc. is fundamentally committed in the health and safety of all personnel. Our philosophy is that the safety of our workforce is our first priority and is not superceded by any other activity.

To achieve this goal the company is dedicated to ensuring we meet or exceed the Occupational Health and Safety Act requirements, as well as through the ongoing development, implementation and evaluation of our Health and Safety Policy in order to maintain and improve our safety program.

Specifically, we ensure that all employees' rights are maintained, that they receive ongoing training on health and safety matters, and promote accessible and effective communication between management and staff.

Creating a safe and healthy workplace is everyone's responsibility, regardless of rank or stature. Working together to prevent incidents and accidents mitigates unwanted losses and personal harm and benefits everyone involved.

**At McDonald Brothers Construction Inc., we are dedicated to the safety of *all* workers and the prevention of *all* accidents.**

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Paul McDonald,  
Safety Director, McDonald Brothers Construction



## 2 - Responsibilities

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McDonald Brothers Construction Inc.

### **SECTION 2: RESPONSIBILITIES**

#### **Management**

- Consider safety and protection in all pre-planning and policy-making.
- Take every reasonable precaution to prevent personal injury.
- Ensure any accident or incident occurring in the workplace is thoroughly investigated and remedial steps are taken to prevent a recurrence.
- Provide competent supervision during project delivery.
- Ensure that proper training, resources and equipment are available whenever necessary.
- To develop and update safety procedures and policies as the program evolves.

#### **Site Superintendents**

- Be responsible for all on-site safety.
- Communicate site and task related hazards to workers
- Actively enforce all aspects of the Occupational Health & Safety Act and the company Safety Policy to employees, sub-trades, and visitors to site and ensure an orientation is delivered.
- Ensure the workers use personal protective equipment as needed to perform their work in a safe manner.
- Ensure that all equipment including safety and protective equipment is in good operating condition and defective equipment is immediately tagged and removed from use.
- Ensure any accident or incident occurring in the workplace is thoroughly investigated and documented.
- Promptly submit to management all accident/injury reports, as well as Ministry of Labour (MOL) inspection notices, as well as internal safety audits reports.
- Implement disciplinary procedures outlined under section 3.4
- Assist in the formation of a Joint Health and Safety Committee or the appointment of a safety representative.

#### **Workers**

- Be aware that the OHS Act and MBC safeguard workers three basic rights
  - The right to know
  - The right to participate
  - The right to refuse unsafe work.
- Perform and be accountable for their work with a safety-first attitude, and work in a manner so as not to endanger fellow workers.
- Comply with the Occupational Health & Safety Act and the company safety policy.
- Immediately report injuries, accidents, or any unsafe condition to a supervisor.

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## 2 - Responsibilities

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McDonald Brothers Construction Inc.

- Wear, use and maintain personal protective equipment wherever required

### **Health & Safety Representatives**

On projects where the number of employees regularly exceeds 5 but is not more than 20, workers will select a Health & Safety Representative. Health and Safety Representatives will:

- Meet regularly to coordinate and discuss site safety.
- Be familiar with the requirements of the Occupational Health & Safety Act, regulations for construction projects, and the company's safety policy.
- Perform site inspections at least once a month using MBC form S4 or as required by the Occupational Health & Safety Act.
- Assist in accident investigation whenever necessary.
- Receive the full cooperation of both management and the workers.
- Forward recommendations

### **Joint Health and Safety Committee**

Where the duration of a project exceeds 3 months or more than 20 regular employees are present, MBCI shall cause a Joint Health & Safety Committee to be established and maintained. For construction projects that are expected to last 3 months or more and employ 50 or more workers the Joint Health & Safety Committee must establish a Worker Trades Committee. Any representative within these categories will:

- Meet monthly to coordinate and discuss site safety.
- Be familiar with the requirements of the Occupational Health & Safety Act, regulations for construction projects, and the company's safety policy.
- Perform site inspections at least once a month using MBC form S4 or as required by the Occupational Health & Safety Act.
- Assist in accident investigation whenever necessary.
- Receive the full cooperation of both management and the workers.
- Forward recommendations

### **Sub Contractors & Visitors to Site**

The following items apply to all trade contractor's work force, suppliers, consultants and visitor to site:

- All persons accessing an active site must be made aware of and comply with MBC's safety policy and procedures.
- Work and conduct themselves in a manner as not to endanger fellow workers.
- Immediately report injuries, accidents, or any unsafe condition to the site superintendent or safety representative.

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## 2 - Responsibilities

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McDonald Brothers Construction Inc.

- Ensure that their presence, activities or scope of work does not compromise the safety of other workers and trades and be accountable with a safety-first attitude.
- Wear, use and maintain personal protective equipment wherever required.





## 3 - Safety Procedures

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McDonald Brothers Construction Inc.

### SECTION 3: SAFETY PROCEDURES

#### 3.1 - Project Planning Phase

Prior to the start of any project, proper planning for safe construction is essential to the success of this program. The site should be assessed immediately for potential hazards. Each project supervisor will have a safety binder for the project. It will contain the basic information to start the project safety plan and allow for maintenance and recording of the safety procedures during the course of construction. Each binder will contain the following information:

- Safety Policy (must be posted in a visible location on the project site.)
- Notice of Project
- Ministry of Labour forms 1000 for subcontractors
- MBC Safety Forms
- Accident Investigation Forms
- Safety related documentation and posters

#### 3.2 - Project Startup

- a) Each safety binder contains a **Startup Checklist**. This is useful in obtaining all required documents and aids in accordance with MOL guidelines. Each binder must have specific information on the project. Review the checklist and obtain all the information prior to the start of construction.
- b) The **Site Safety Checklist** is the next step in identifying potential hazards. It is a list containing many common safety concerns. Fill out the form to determine which areas will require action during construction. Prepare a detailed hazard analysis for specific work tasks.
- c) Site planning & materials storage can be the cause of many problems; a plan is required for safe construction. Identify fencing/hoarding boundary with vehicles & personnel access points, post signage to keep the public aware of the construction site limits. Restrict access to all non-construction personnel.
- d) Identify material loading & storage locations, as well as parking area. Markup a drawing with visible notations and post it on the project site.
- e) Determine the number of workers a project may require and prepare a Health & Safety Committee draft plan.
- f) Prepare a plan to handle traffic circulation on site to promote vehicle separation from workers.
- g) Fill out the Emergency Phone Numbers form and verify the information is correct. Post this in a visible location.
- h) Nominate a second supervisor in the event the principal project supervisor must leave the jobsite. Ensure the backup supervisor is aware of the safety plan measures and is competent to carry out this supervisory role.

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## 3 - Safety Procedures

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McDonald Brothers Construction Inc.

- i) Locate fire extinguishers in appropriate areas. Check the inspection tags and gauges to ensure they are in working order.
- j) Obtain spare hard hats and safety vests for visitors. It is recommended that hearing and respiratory protection as well as safety eyewear, fall restraints and visibility vests be available for MBC staff necessitating them.
- k) Ensure adequate first aid supplies are available and a qualified individual is available to administer first aid.

### **3.3 - New Workers, Contractors, Consultants and Visitors**

Every new MBC worker must be introduced to the project safety plan through a brief meeting with him or her the first time they come on site. This general safety orientation should be the start of an ongoing effort to train and integrate employees into the safety program. Work and site related hazards are also to be communicated.

Each Subcontractor foreman must acknowledge introduction to the site safety plan by signing the safety policy certification section. Individual subtrades are required to convey and enforce these policies within their own team.

Consultants and visitors must also go through the safety policy orientation.

### **3.4 - Enforcement & Discipline**

If a worker does not comply with the safety plan and Bill 168 (workplace harassment), these three disciplinary steps must be followed:

- Issue a verbal warning and record the event
- Issue a written notice along with a warning of the consequences
- Have the offending party removed from the site and document the circumstances

The following items are serious violations and will result in the offending individual being removed from site without warning.

- Alcohol use
- Drug use
- Fighting
- A Breach of the Safety Policy, with the potential for serious consequences
- Theft

### **3.5 - Housekeeping**

Site cleanliness is a mandatory function to prevent accidents. Set the standards for cleanup from the first day on the project. If any trades are not doing their fair share of cleanup, issue a **Safety Directive**. Follow through with the cleanup immediately.

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## 3 - Safety Procedures

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McDonald Brothers Construction Inc.

- Materials must be kept in an orderly manner in designated areas; refer to the project plan for use and access points.
- Each week all trades will participate in a site clean up.
- Messy or dirty operations must be cleaned up at the end of each day by the responsible trade.
- Exits, access roads or paths, and corridors must be kept free of debris at all times.
- Each trade is responsible for their construction debris.

### 3.6 - Safety Inspections

- **Daily Inspection**  
Inspections are made each workday by the Site Superintendent to determine how many workers are on site and if any hazards are part of their task. The Superintendent will then record pertinent information in the daily site reports.
- **Tool Box Meetings / Weekly Safety Meeting**  
Before each new operation on a project, all workers involved gather and conduct a 5-10 minute safety talk. Suggestions from each trade and worker are tabled and action is taken based on this meeting. Each attendee signs the **Toolbox Meeting form**, and a copy is filed in the safety binder.
- **Monthly Inspections**  
Depending on the size and scope of the project, the Site Superintendent, Safety Representative, or Safety Committee walks the site to assess any conditions presenting an unsafe or potentially unsafe condition. Findings are recorded on the **Site Safety Checklist** and discussed for any remedial action at the next weekly safety meeting. A written report following each site inspection must be filled in, outlining any action to be taken as a result of the monthly inspection. This report is then faxed or emailed to Head Office.
- **Periodic Third Party Inspections**  
An Inspection Log will be kept by the Safety Coordinator for all projects. Site visits will be done by an external safety consultant on a periodic basis. A general inspection of site safety procedures and current activity will be reviewed with written reports to follow up on any findings that require attention.
- **Yearly Review of Inspections**  
At year end, upper management will review a Safety Report prepared by the Safety Coordinator. This report will summarize most common hazards encountered on all sites and most common safety issues noted by the Safety Consultant (ie. poor housekeeping). The report will also summarize Safety Violation and Notices sent out to the trades. Recommendations and safety updates will be implemented from this analysis.



## 3 - Safety Procedures

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McDonald Brothers Construction Inc.

### 3.7 - Training

Safety and construction related courses are available to all employees. Some of the courses are mandatory and the head office will arrange for you to attend. We encourage all employees to also enroll in non-mandatory courses which are offered at regular intervals through the year. The following courses are mandatory for MBC Employees.

- Worker / Supervisor Awareness (MOL)
- WHMIS
- Propane
- Working at Heights
- First Aid
- MBC Safety Manual Orientation

MBC will also provide training and refreshers for the use of site equipment and elevating work platforms. This training will be available through the Site Superintendent or done in a group setting with a trainer hired specifically for that purpose. A copy of the operation guides can be found on the equipment. No worker is to operate the equipment without proper training.

### 3.8 - Personal Protective Equipment (PPE)

Personal Protective Equipment is designed to protect against safety and health hazards. It is important to remember that PPE only provides protection; it does not remove the hazard. If a better approach to eliminating the hazardous environment or condition cannot be realized then the following PPE must be used:

- **Head protection** is mandatory - every person entering a site must wear a CSA approved hard hat.
- **Foot protection** is also mandatory in all circumstances. CSA certified safety boots must be laced up properly to avoid ankle injuries caused by tripping.
- **Hearing protection** must be used when exposure to noise levels is in excess of 85 decibels.
- **Eye protection** must be employed when exposed to hazards such as flying objects or particles, sparks, chemical splash or glare and radiation such as that produced in welding.
- **Respiratory protection** in its appropriate form for the task must be used for activities which produce dusts, dangerous gases, fumes mists and vapors.
- **Fall Arrest Systems** are to be worn where workers cannot be protected by guard rails or travel restraint systems.
- **Hand and Skin protection**, gloves are to be used when work duties expose one to physical hazards such as sharp edges as well as chemical hazards such as concrete. Skin protection is not limited to gloves. Long sleeve shirts and pants must be worn under the same conditions. All workers entering an MBC construction site must be wearing long pants and as a minimum, short sleeved shirt – no shorts or sleeveless shirts are allowed.

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## 3 - Safety Procedures

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McDonald Brothers Construction Inc.

- **High Visibility Clothing** such as a safety vest is required where one may be endangered by vehicular or equipment traffic. This should be enforced for all involved and exposed to civil operations. This is typically on new construction predominantly during the earthworks, civil and foundation stages.

It should be noted that work activities, conditions and hazards will vary from site-to-site and task-to-task, and the preceding outlines the minimum guidelines. Common sense should prevail. If uncertain that a particular piece of PPE is required, err on the side of caution or ask for help to assess the situation.

The written standards related to PPE are complementary to this policy. They are available on all sites for review, enforcement and compliance.

### **3.9 - No Smoking Policy**

As per the Smoke Free Ontario Act which took effect in 2006, smoking in enclosed workplaces is prohibited. This includes company vehicles, site trailers and enclosed buildings.

Smoking is not permitted in proximity of re-fuelling areas and work with exposure to flammable conditions and products.

### **3.10 - Ladders and Scaffolding**

#### **Ladders:**

- Ladders must be class 1 or class 1A
- It is recommended to minimize their use where an alternate method is practical.
- 3 point contact must be used at all times while climbing up or down.
- A visual inspection is to be carried out prior to use to ensure that extension or step ladder components are in good condition.
- It is imperative that when setting up a ladder that proper footing is established, with an extension ladder, a base-to-height ratio of 1 to 4 should be used.
- Ladders should be tied in place to ensure they are secure.

#### **Scaffolding:**

- Scaffolding using a tube and clamp system needs to be engineered after 30' in height.
- Scaffolding using standard frames must be engineered after 50' in height.
- Engineering also applies as soon as tarping or other external loads are applied to a scaffold system.
- A 3 to 1 height to width ratio must be maintained for all scaffolding systems, unless lateral bracing is introduced to a building system.
- A visual inspection must be carried out regularly, any defects must be corrected. MBC's scaffold tagging system is to be used. The green tag indicates that it has been verified and is ready for use and the red tag indicates a problem and is not to be used.

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## 3 - Safety Procedures

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McDonald Brothers Construction Inc.

### **3.11 - Working at heights**

All workers exposed to falls greater than 2.4 meters (8ft) must have training for working at heights. Where applicable, the following measures are to be employed.

- Use of guard rails and covers where practical are to be employed, guard rails must be at least 3' high comprised of a toe board, mid rail and top board capable of restraining a 150lbs load.
- Where aerial equipment is employed, workers must be trained on its safe use.
- Use of ladders and scaffolding must conform to section 3.10 listed on page 11.
- Where workers use a fall restriction or arrest system, they must be knowledgeable in its use, anchor points must be capable of withstanding a load of 1800lbs and an emergency procedure must be in place to safely assist a worker that has experienced an arrested fall.

### **3.12 - Cellular phone and communications devices**

The use of company issued cellular phones and communications devices is restricted to business purposes during work hours as follows:

- Prior to taking a call, verifying an e-mail or responding to a text message, ensure that your full focus is available.
- Under no circumstances should communication devices be used while operating equipment, or in circumstances where a distraction from current activities could cause an unsafe condition or hazard to yourself or others.
- The use of cellular phones while operating a motor vehicle must only be employed with hands free technology and when safe to do so.

The use of personal cellular phones or communication devices is restricted to break periods, lunch time and outside of work hours. **Violation of this policy will lead to enforcement and discipline as outlined in section 3.4.**

### **3.13 - Explosive actuated tools**

The use CSA approved powder actuated tools is restricted to only those with proper training and qualifications.

- Eye and hearing protection should always be employed
- The tool should only be loaded prior to use and never pointed at anyone
- Never use powder actuated tools in an explosive environment
- Always be aware of the conditions, materials and proximity of other workers when using explosive actuated tools
- Shots are to be kept in a locked storage
- Dispose of spent cartridges in a safe manner.

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## 3 - Safety Procedures

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### **3.14 – Equipment Maintenance**

Prior to using any equipment, workers must perform a circle check to ensure equipment is safe, manuals are present and annual inspections have been carried out and current.



## 4 - Electrical and Service Hazards

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McDonald Brothers Construction Inc.

### **SECTION 4: ELECTRICAL AND SERVICE HAZARDS**

#### **4.1 - Lock Out / Tag-Out Procedures**

- Upon discovery of a defective tool or piece of equipment, regardless of ownership, cease working with the item. Use a lock out tag on the tools and have it serviced or discarded depending on its condition.
- If warranted, issue a safety directive to a subcontractor to shut down and stop using the equipment and have defective piece repaired or removed from site immediately.
- If the operation is unsafe, conduct a hazard analysis with the subcontractor in question.
- Lock out procedures can also extend to all stored energy sources such as power, piped fluids, compressed gas systems, etc... Should a valve, breaker, switch or other device isolating a system be turned off while a worker or others are exposed to a hazard from the system should it be re-energized, a lock out device and tag should be installed to identify this.

#### **4.2 - Call before you dig / buried services**

- Locates for all buried services must be identified prior to excavation operations. Locates are valid for a 30 day period and identify gas, fiber optic, electrical power (hydro), water, storm and sewer as well as other underground services. **The toll free number for locates is 1-800-400-2255.**
- Private properties may be subject to privately owned services which must equally be located prior to excavation.
- Surface identification in form of flags or paint must remain visible to be referenced for excavation. Hand excavation must be used within 1 meter of services
- Locates must be with the operator during the digging operations.

#### **4.3 - Ground Fault Interrupted (GFI) Circuits**

- All site temporary power must be equipped with GFI's outlets. If existing power source is not equipped with GFI's, a GFI extension must be used.
- GFI protected circuits must be tested periodically by pressing the test button and resetting to ensure proper function.

#### **4.4 - Extension Cords and Grounding**

- Extension cords must be grounded. Cords with missing ground prong must be taken out of service until replacement ends can be installed.
- Power cords should be sized in accordance with their length and load. Large tools and long distance require larger size conductors. Heavy gauge extension cords should be employed predominantly.

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## 4 - Electrical and Service Hazards

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McDonald Brothers Construction Inc.

- Cords which show excessive signs of wear, which have been repeatedly taped to fix cuts or have their outer protective casing damaged must be taken out of service.

### **4.5 - Overhead Power Lines**

- Overhead hazards such as power lines must be identified. The use of ground signage indicating that overhead lines are present must be installed where activities such as cranes or dump trucks are operating.
- When erecting scaffolding, using powered elevated lifts or setting up a ladder, the minimum distances listed below must be respected:

750 to 150,000 volts;	the minimum distance is 3.0 meters (10 feet)
150,001 to 250,000 volts;	the minimum distance is 4.5 meters (15 feet)
More than 250,000 volts;	the minimum distance is 6.0 meters (20 feet)

### **4.6 - Working in Trenches**

- Never enter a trench that is more than 1.2M deep unless it sloped, protected or shored.
- Ensure access / Egress into the excavation is in place
- An understanding of the 4 soils type, the effects of moisture, vibration and loading is required to assess the hazards related to the stability of trenches.



## 5 - Emergency Plan & Accident Investigation

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McDonald Brothers Construction Inc.

### **SECTION 5: EMERGENCY PLAN & ACCIDENT INVESTIGATION**

#### **5.1 - Emergency Response Plan**

It is imperative that there is time taken to prepare an Emergency Response Plan for every site. As construction progresses it may become necessary to update this plan as needed.

If a situation should arise where there has been a structural failure, personnel injury, equipment accident, or condition placing personnel or equipment at risk, the following general procedures should be followed:

- Secure the area where the incident has occurred
- Notify the nearest supervisor
- Obtain ambulance assistance if required and send someone to meet them.
- Keep non first aid personnel out of the area
- Shut down all utilities and equipment if required and when safe
- Do not tamper with the scene until given clearance by MBC

#### **5.2 - Emergency Evacuation**

In the event the project site must be evacuated initiate the following steps:

- Stop all work
- Notify fellow workers
- Shut down all equipment and energy sources
- Proceed to the nearest exit and rendezvous at the designated muster area
- Report to the supervisor for a name check

#### **5.3 - Fire**

If you discover a fire, respond as follows:

- If capable, attempt to put out a fire in the first 30 seconds, studies show a reasonable degree of success in this time period
- Evaluate the fire in regards to controlling it
- Evacuation procedures (5.2) are to be taken if required

#### **5.4 - Hazardous Substance Spill**

Upon release or spill of a hazardous substance, the following steps are to be taken as soon as possible to prevent risk to people and the environment.

- Secure the area; keep all non-emergency personnel out of the danger zone.
- Approach with care, do not rush blindly into the area, and approach from upwind to keep away from vapors. Stay out of low-lying areas.
- Identify the product and refer to the MSDS sheet

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## 5 - Emergency Plan & Accident Investigation

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McDonald Brothers Construction Inc.

- Respond, set up a command post, lines of communication, maintain control and if required, get help

### 5.5 - Accident Procedures

Any accident or incident must be documented and investigated; the company and project supervisors will act upon findings from the investigation. Any occurrence, therefore, should be defined as a critical injury, lost time injury, or incident.

### 5.6 - Explosions

In the event of an explosion:

- Notify all people at risk and evacuate the area (see evacuation under section 5.2)
- Call 911 and report the incident for emergency response
- If injuries are present, administer first aid and obtain ambulance assistance
- Shut down all utilities and equipment if required and when safe
- Do not tamper with the scene until given clearance by MBC

### **Critical Injury**

An accident placing life in jeopardy, producing unconsciousness, or resulting in the substantial loss of blood may also include severe fractures, burns, or the loss of sight. An accident report must be filled out within 48 hours. Procedures are as follows:

- Do not tamper with the scene except to administer life saving procedures
- If injury requires hospital or medical clinic treatment, arrange for transportation and send one worker to aid the injured worker. **Never send an injured worker away unattended.**
- Follow procedures as listed in section 5.1
- Notify the following groups: Ministry of Labour (1-877-202-0008), Health & Safety Representative, as well as MBC's safety consultant: Corporate Compliance (613-797-3032)
- Take pictures of the event or scene
- Fill out the accident/incident report and follow procedures on the form
- Forward a copy of the accident / incident report to head office, management will fill out a WSIB Form 7

### **Incident**

May include situations such as falling, contact with a live electrical conductor, structural failure of a building or piece of equipment, or injury where there is no lost working time. General procedures are as follows:

- Do not tamper with the scene except to administer life saving procedures
- Follow procedures as listed in section 5.1
- Notify the following groups: Health & Safety representative, as well as MBC's safety consultant Corporate Compliance (613-797-3032)

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## 5 - Emergency Plan & Accident Investigation

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McDonald Brothers Construction Inc.

- Take pictures of the event or scene
- Fill out the accident/incident report and follow procedures on the form

If first aid is required:

- Administer first aid
- If injury requires hospital or medical clinic treatment, arrange for transportation and send one worker to aid the injured worker. **Never send an injured worker away unattended.**
- Forward a copy of the accident / incident report to head office, management will fill out a WSIB Form 7.
- Fill out the first aid treatment record and ensure to note all relevant information.



## 6 - Return to Work Program

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McDonald Brothers Construction Inc.

### SECTION 6: RETURN TO WORK PROGRAM

#### 6.1 - Policy Statement

Health and safety is the top priority at McDonald Brothers Construction Inc. Consistent with this value is the company's commitment to the successful recovery of injured employees by assisting in early integration and timely return to safe work.

To achieve this goal we take all reasonable steps to return injured employees to their pre-injury job as quickly as possible.

When the employee is unable to return to their pre-injury job, the goal will be to return them to alternate work that is consistent with their functional abilities.

The company and its employees are truly committed to cooperate and participate in the success of the Return to Work Program.

#### 6.2 - Program Objectives

- Increased awareness of disability issues for all employees
- Reduction in days lost due to absence from injuries and illness
- Fair and consistent process for employees returning to work
- Compliance with current and future legislation
- Reduced workplace safety insurance costs

#### 6.3 - Procedures

- Immediately report all accidents and illnesses and obtain necessary first aid or health care.
- Obtain the **WSIB Functional Abilities Timely Return to Work Form (FA)** from the company, and take to Health Care Practitioner to complete.
- Return completed form or communicate information before the start of the next shift to a designated person in the company.
- Review completed (FA) form with employee to identify suitable work.
- Write a Return to Work Plan with the employee and monitor the plan.
- Communicate regularly with employee throughout recovery.

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## 6 - Return to Work Program

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McDonald Brothers Construction Inc.

### **6.4 - Return to Work Employee Plan**

Each employee participating in the RTW plan will complete the Employee RTW with the aid of your supervisor. The forms will identify:

- Start & End dates
- Pre-injury job
- Earnings
- Goals
- Job duties
- Issues and resolutions

Alternate work duty is available within the organization. Employees are encouraged to provide input on suitable work and the company will conduct regular reviews.

**Statistics have shown an injured worker will recover faster given a suitable working environment. The management of McDonald Brothers Construction Inc. welcomes participation in this plan.**

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## 7 - Confined Space Awareness

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McDonald Brothers Construction Inc.

### **SECTION 7: CONFINED SPACE AWARENESS**

#### **7.1 - Definition of a Confined Space**

“Confined Space” can be described as places,

- a) that are not designed and constructed for continuous human occupancy; and
- b) in which atmospheric hazards may occur because of its construction, location or contents or because of work that is done in it.
  - Where entry and exit are limited by location, design or construction; and
  - Hazardous airborne contaminants may be present or may accumulate, or where oxygen levels are outside safe limits.

#### **7.2 - Examples of a Confined Space**

- storage tanks, cargo tanks, tank cars, process vehicles
- manholes
- flue, chimney, oven, furnace, chutes, mill holes, ore bins
- pipes, sewers, ducts

#### **7.3 - Confined Spaces Program**

As defined in the Occupational Health and Safety Act and Regulations for Construction Projects, O. Reg. 632/05, 5. (1) *“If an employer’s workplace includes a confined space that workers may enter to perform work, the employer shall ensure that a written program for the confined space is developed and maintained in accordance with the Regulation before a worker enters the confined space.”*

MBC’s Confined Space Awareness & Entry Program can be found in each of the Superintendent Project Safety Binders for each project along with an example of the confined space entry permit.



## CONFIRMATION OF ORIENTATION SIGNATURE PAGE

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McDonald Brothers Construction Inc.

NAME \_\_\_\_\_

FIRM \_\_\_\_\_

**Has completed the MBC safety orientation program, and is aware of the safety policies and procedures as outlined in the Health & Safety Manual.**



DATE \_\_\_\_\_

SIGNATURE \_\_\_\_\_

Revised, February 2018

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