

### *Administrative Penalty Regulation Review*

Administrative penalties have been in place for 3 years, and it is now time to review and identify areas that could be strengthened. We want to make sure that administrative penalties are having the intended impact as we work together to improve safety for all Nova Scotians.

In November 2012, the Province of Nova Scotia announced that a review of administrative penalties would be completed. Since the review was initiated, we've heard from those who administer the administrative penalties system and those who are impacted by it. We've also collected feedback and information on what is working and what is not. This review will incorporate this information to ensure that the administrative penalties system is applied consistently, fairly and appropriately.

Before the administrative penalties process is revised, we want to hear additional feedback from Nova Scotians on the proposed approach going forward. This discussion paper outlines proposed solutions to issues identified by Nova Scotians. As you read, consider if you like the proposed solutions and if you think they will work.

#### [Discussion Paper—OHS Administrative Penalties Review](#) (pdf)

##### **How to Participate**

If you are interested in providing comments, ideas and/or suggestions electronically please use [LAEPOLICY@gov.ns.ca](mailto:LAEPOLICY@gov.ns.ca)

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##### **Written Submission to:**

Administrative Penalty Review  
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### *FYI—WHMIS Training* ([WHMIS interpretation guide](#))

In recent months the Division has received inquiries from employers about the requirements for Workplace Hazardous Materials Information System (WHMIS) training. The enquiries are a result of employers getting aggressive, high-pressure sales tactic calls from private providers of workplace training.

Under the NS WHMIS certain employers in Nova Scotia are required to identify hazardous materials, ensure proper data sheets on the materials are readily available, containers are properly labeled, and make sure employees are properly trained in the handling and use of the materials. The regulation requires an

**annual review, but not annual training in WHMIS.** The review is done in consultation with the joint health and safety committee (if required) and includes: ensuring that the information on the hazardous materials is up-to-date, anyone working with the materials has been properly trained the training. A review is also

required if conditions at the workplace have changed or new information on a controlled product becomes available.

The regulation does not recommend specific training providers; employers may develop their own materials and conduct in-house training to comply.

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## 31st Annual Health and Safety Conference—SSNS



Safety Services Nova Scotia’s 31<sup>st</sup> Annual Health, Safety and Environment Conference and Safety Showcase takes place March 20-21, 2013, at the Westin Nova Scotian Hotel in Halifax.

The theme is “Safety Within, Success Throughout”---the impact that one person can have on their workplace safety culture.

The program features challenging session content for delegates at all levels of experience.

Delegates learn from expert speakers, both local and from across North America. They also learn from each other, making the conference a popular networking event. Some highlights of this year’s conference are:

- The unveiling of NS Labour and the Workers’ Compensation Board’s 5 year Workplace Safety Strategy, the result of consultations with workers, employers, associations and other stakeholders
- Flexible full conference, one day attendance or tradeshow attendance only options---making this event affordable for all
- Dedicated safety showcase (tradeshow) hours with new exhibits, such as a mobile industrial rescue trainer.
- Pre-conference courses re:

Global Harmonization, plus the new CSA training standard and the psychological health in the workplace standard.

- Workplace drug and alcohol testing workshop
- Presentations by organizations like CCOHS, the Public Health Agency of Canada and The Institute For Work and Health.

Click here to view the [Conference Program](#) (pdf format)

Questions? Contact Safety Services NS at 902-454-9621 or email [Contact@safetyservicesns.ca](mailto:Contact@safetyservicesns.ca)

## FYI—Compressed Air

Compressed air is an energy source and may be found in a variety of workplaces. There are two common sources of compressed air in the workplace: cylinders and compressors.

Because compressed air is an energy source it does have the potential to cause or contribute to accidents and possibly injuries. From a workplace safety perspective all sources of pressurized air need to be regarded as potentially hazardous and therefore assessed and safe guarded.

Compressed air entering a body could cause severe internal injuries and damage organs . Should it enter the blood stream, it could travel to the blood vessels of the brain and rupture them.

Even without coming into contact with compressed air workers may incur injury when debris, such as wood, metal, etc., is blown into face, eyes or skin.

Finally the compressed air equipment itself could be a source of hazard due to loose or faulty fittings, unsecured lines, improperly stored cylinders, etc.

Some things that can be done:

- If [possible do not use compressed air for cleaning clothes, hair, hands etc. (see section 101 of NS OSGR for requirements)
- Use a vacuum for cleaning debris rather than compressed air

- Ensure anyone using compressed air is trained and competent in the use of the equipment and tools as well as the system; ensure they are trained in and follow any safe work procedures that have been developed
- Check hoses, connections nozzles etc. before using compressed air
- Wear appropriate personal protective equipment
- Use compressed air and associated tools and equipment as per the manufacturer’s specifications; do not modify or alter equipment
- Use lowest possible pressure that allows you to do the job
- Hold nozzle when turning air on or off; don’t allow the hose to whiplash freely
- Keep hoses away from sharp edges and away from people or vehicle traffic
- When the job is done, don’t forget to purge any residual pressure after having turned off the air flow

Additional information: [CCOHS—compressed air Air Control Industries](#)

## Recent Incidents

### Conveyor Belt—Pinch Point

An employee required surgery after breaking 2 fingers when they were caught in a conveyor belt. On investigation it was determined that a separate set of controls would be put in place near the workstation for emergency stops. As well, the workplace was 'redesigned' to ensure more space between the walk way access and the conveyor offshoot.

### Fall

An employee was uninjured when they fell through a ground level opening. It was determined the barrier around the opening was inadequate.

### Struck on Head

An employee making a delivery to another business opened a set of rolling doors in the loading bay. While bent over to

retrieve the boxes being delivered the rolling door came down and struck the worker in the back of the head. The worker was not badly injured. On investigation it was determined the door had not been opened to its 'full stop'. The business where the delivery was being made did have some notices posted by the rolling doors regarding their proper use and ensuring they were opened to the 'full stop'. New signs were made and posted more prominently by all rolling doors.

### Knocked down by forklift

An employee broke their leg when they were knocked down and pinned by a forklift. The incident took place in a cold room; the worker entered the room via rolling doors and not the pedestrian doors. After

briefly talking with the forklift operator the worker went to exit via the rolling doors. The forklift operator thought the person had exited, and using the rear view mirrors proceeded to back-up and struck the person. Additional items contributing to the incident: despite having a policy regarding pedestrians not entering the cold room via rolling doors, this appeared to be a common practice (including management at times); the forklift had a back-up alarm but it was not loud enough to overcome ambient noise of fans and radio; forklift operator did not do a shoulder check before backing up.

### Scissor lift

A worker had his foot run over by a scissor lift. The worker was occupied fixing a barrier

fence near the scissor lift. Not realizing how close the scissor lift was worker stepped back whereby the scissor lift ran over their foot. Caution must be taken by both the machine operator when working near other people as well as workers near operating machinery

### Ladder

Worker slipped and fell to ground while descending a ladder outdoors. Caution is required particularly when dealing with potentially slippery rungs due to environmental conditions.

### Electrical contact

While drilling an anchor hole in the ceiling of an electrical room, an electrician struck a 600-volt cable, causing him to fall off of a stepladder. Ensure wiring/piping etc. are located.

## CSA—New Psychological Health and Safety in the Workplace Standard

Excerpts from [CSA News Release January 16, 2013](#)

The Mental Health Commission of Canada (MHCC), the Bureau de normalisation du Québec (BNQ), and CSA Group have officially released Canada's first national standard designed to help organizations and their employees improve workplace psychological health and safety.

*The National Standard of Canada titled Psychological Health and Safety in the Workplace - Prevention, promotion and guidance to staged implementation* is a voluntary standard focused on promoting employees' psychological health and preventing psychological harm due to workplace factors.

"One in five Canadians experience a mental health problem or mental illness in any given year and many of the most at risk individuals are in their early working years. Canadians spend more waking hours at work than anywhere else," says MHCC President and CEO Louise Bradley. "It's time to start thinking about mental well-being in the same way as we consider physical well-being, and the Standard offers the framework needed to help make this happen in the

workplace."

The Standard provides a systematic approach to develop and sustain a psychologically healthy and safe workplace. The voluntary Standard is not intended to be adopted into federal, provincial, or territorial legislation. It can be used differently by businesses and organizations of all sizes depending upon their needs. Some businesses may use the Standard as a starting point and focus on creating policies and processes to promote mental health, while others may determine that several aspects of the Standard are already in place and use the Standard to build upon their existing efforts

For more information and where to obtain a copy when available go to [CSA Psychological Health and Safety in the Workplace](#)

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For further information come see us on  
the Web at:

<http://gov.ns.ca/lae/healthandsafety/>

or our OHS Knowledgebase  
[Knowledgebase](#)

### *Recent orders*

Officers have written orders for:

#### Guarding

Orders were written for lack of guards on various machines including: grinders, presses, saws. Remember to use machines as per manufacturer instructions and ensure that all guards are installed.

#### Eye Wash

Orders were written for several workplaces that did not have the required eyewash station that could deliver 15 minutes of water flow as per the MSDS sheets. Remember MSDS sheets will instruct what first aid measures are required in case of contact

#### MSDS sheets

Orders written on MSDS sheets being 3 years or more out of date. Regulations require the employer to “obtain up-to-date” sheets from the supplier, where up-to-date is meant as within the last 3 years.

#### Fire extinguishers and fire suppressions systems

Orders have been written for extinguishers and suppression systems not having had the required annual inspection and certification.

#### Hoists and forklifts (industrial lift trucks)

Orders have been written for hoists and lift trucks being operated while not having had the required annual certification. Orders were also written for forklifts being

operated and not having logs of daily inspections by the operator.

#### First Aid

Orders have been written for either no one in the workplace having the required first aid training or the certificate has expired. At least one person per shift will require the appropriate first aid certificate (depending on how many workers in the workplace). Also person working alone or on the road (drivers, sales people, etc.) have to have emergency first aid certificates

Also orders were written for kits not having the required supplies; not being checked and resupplied regularly.

### *Links to related agencies:*

- [Nova Scotia WCB](#)
- [Workers Compensation Appeals Tribunal \(WCAT\)](#)
- [Workers' Advisers Program \(WAP\)](#)
- [Workplace Safety and Insurance System \(WSIS\)](#)
- [Office of the Employer Advisor Nova Scotia](#)
- [Service Canada / Français](#)
- [Canadian Centre for Occupational Health and Safety \(CCOHS\) / Français](#)
- [CanOSH \(Canada's National Workplace Health and Safety Website\) / Français](#)