

**1. Does the procedure include training for employees who are exposed to bloodborne pathogens in accordance with jurisdictional requirements?**

Although a section has been included on bloodborne pathogen exposure control, its referring to blood transfusions where this requirement is more about anyone who may be treating someone who may be injured and bleeding and could possibly be carrying bloodborne pathogens. This question relates to what training they receive to protect themselves.

**2. Does the procedure include engineering controls, work practices, and personal protective equipment to reduce/maintain bloodborne pathogen exposure in accordance with jurisdictional requirements?**

Although a section has been included on bloodborne pathogen exposure control it doesn't mention how individuals are supposed to protect themselves against bloodborne pathogens whilst carrying out first aid such as face masks, gloves and having appropriate handwashing facilities.

**3. Does the procedure include Drug and Alcohol misuse prevention and/or testing?**

Please can you update your procedures to cover this section as it is a requirement.

**4. Does the procedure include training for unqualified employees that face a higher-than-normal risk of electrical incident?**

Training is covered; however, please can you specifically upload evidence:

Provide the section in your manual that addresses training requirements for unqualified persons. 1. Employees who face a risk of electric shock but who are not qualified persons shall be trained & familiar with electrically related safety practices. 2. Employees shall be trained in safety related work practices that pertain to their respective job assignments. 3. Clearance distances.

**5. Does the procedure include precautions for working with or near exposed de-energized and/or energized parts?**

Please include the procedure that addresses working with or near exposed energised and de-energised parts. This procedure should apply to all work on/near exposed electrical equipment which exposes employees to any electrical hazard.

**6. Does the procedure include restrictions for use of equipment that does not meet jurisdictional requirements?**

Please include the procedure that addresses restrictions for equipment that does not meet requirements. The employer should not make available or permit the use of by employees any equipment which has not met applicable jurisdictional requirements.

**7. Does the procedure include various types of potential emergencies and their appropriate responses in accordance with jurisdictional requirements?**

All possible scenarios need to be in your procedure. We are unable to accept risk assessments.

**8. Does the procedure include roles and responsibilities of personnel assigned emergency duties in accordance with jurisdictional requirements?**

Please upload the roles and responsibilities

Please include the procedure addressing the roles and responsibilities of personnel assigned emergency duties (i.e.: Fire Wardens, Supervisors, Coordinators etc.) in accordance with jurisdictional requirements.

9. **Does the procedure include training for the use of portable fire extinguishers?**  
Fire Protection: Provide the section in your fire protection policy that specifies training requirements. Where the employer has provided portable fire extinguishers for employees use in the workplace, the employer also shall provide an educational program to familiarise employees with the general principles of fire extinguisher use and the hazards involved in incipient stage firefighting.
10. **Does the procedure include fire extinguisher size/class in accordance with jurisdictional requirements?**  
Fire Ext. Are mentioned but please can you update to demonstrate detailing fire extinguisher size/class is evaluated based on the amount of combustible/flammable material in the area.
11. **Does the procedure include the inspection frequency and availability of first aid supplies?**  
Please include the procedure that addresses the inspection frequency and availability of first aid supplies. First aid supplies must be easily accessible where required by jurisdiction.
12. **Does the procedure include the use of Gas indicators/meters (i.e.: atmospheric testing, calibration logs, bump tests)?**  
Gas Meters: Please include the procedure that addresses the use of gas meters/monitors to evaluate atmospheric conditions, where applicable, in accordance with jurisdictional requirements.
13. **Does the procedure include illumination where applicable?**  
lighting is mentioned in the risk assessment, but we are unable to accept risk assessments. Please can you add to your plan your controls.
14. **Does the procedure include Concrete/Masonry Construction?**  
Concrete/Masonry: Please include the procedure that addresses the hazards associated with concrete/masonry construction, where applicable, in accordance with jurisdictional requirements.
15. **Does the procedure include provisions for Working Alone?**  
Working Alone: Please include the procedure for supervising employees who are assigned to work alone, where assistance is not readily available in the event of emergency or incident. This procedure should outline an effective communication system i.e.: radio, telephone, or regular contact by the employer at designated intervals appropriate to the work. If effective communication is not practical, the employer must ensure that other means of physical verification are made.
16. **Does the procedure include ladder inspection and guidelines for safe use?**  
Please include the procedure that addresses ladder inspection and guidelines for safe use.
17. **Does the procedure include ladder inspection criteria and documentation?**  
Please include the procedure that addresses ladder inspection criteria and documentation, in accordance with jurisdictional requirements.
18. **Does the procedure include competency/qualifications for Mobile Elevating Work Platforms (MEWP) operators?**  
Please include the procedure that addresses competency/qualifications for operators. Examples of MEWPs include Scissor Lifts, Basket Lifts, Spider Lifts, Lulls, Articulating Boom Lifts, etc.

19. **Does the procedure include fall protection, outrigger placement, maintenance, and inspections?**  
Please include the procedure that addresses safe operational considerations such as fall protection, positioning devices, outriggers, maintenance, and inspection.
20. **Does the procedure include precautions against field modifications other than those allowed by the manufacturer?**  
Please include the procedure that addresses modifications to MEWPs.
21. **Does the procedure include precautions for operating equipment near overhead power lines?**  
Please include the procedure that addresses clearance requirements for MEWPs operated in the vicinity of overhead electrical equipment.
22. **Does the procedure include employee training and access to information regarding hearing protection?**  
Please include the procedure that addresses employee training and access to information regarding hearing protection. The employer should provide training for all employees exposed to action level noise in accordance with jurisdictional requirements.
23. **Does the procedure include monitoring noise levels to identify when exposure limits are met or exceeded?**  
Please include the procedure that addresses how noise levels, exposure limits, or other thresholds are monitored in accordance with jurisdictional requirements.
24. **Does the procedure include annual audiometric testing for employees whose exposure meet or exceed levels prescribed by jurisdictional requirements?**  
Please include the procedure that addresses audiometric testing in accordance with jurisdictional requirements. Procedures should provide for the establishment of a baseline audiogram and recurring testing for each exposed employee, as applicable.
25. **Does the procedure include the retention of employee medical records in accordance with jurisdictional requirements?**  
Please include the procedure that addresses the management of employee medical records in accordance with jurisdictional requirements.  
**IMPORTANT: This should be defined in a written procedure. Suppliers should not upload actual medical record data.**
26. **Does the procedure include the time frame in which medical records are maintained?**  
Please include the procedure that details the timeframe in which employee medical records are maintained in accordance with jurisdictional requirements.  
**IMPORTANT: This should be defined in a written procedure. Suppliers should not upload actual medical record data.**
27. **Does the procedure include the retention of employee exposure records in accordance with jurisdictional requirements?**  
Please include the procedure that details the management of employee exposure records in accordance with jurisdictional requirements.  
**IMPORTANT: This should be defined in a written procedure. Suppliers should not upload actual medical record data.**

28. **Does the procedure include employee access to records within a reasonable time frame?**

Please include the procedure that addresses employee access to medical records in a reasonable time frame, in accordance with jurisdictional requirements.

**IMPORTANT: This should be defined in a written procedure. Suppliers should not upload actual medical record data.**

29. **Does the procedure include the protection of personal data associated with employee medical or exposure records?**

Please include the procedure that addresses the protection of personal data and identifiers associated with employee records, in accordance with jurisdictional requirements

**IMPORTANT: This should be defined in a written procedure. Suppliers should not upload actual medical record data.**

30. **Does the procedure include the voluntary use of respiratory protection?**

Please include the procedure that addresses voluntary usage of respiratory equipment by employees, where permitted by jurisdictional requirements.

31. **Does the procedure include training employees on their roles and responsibilities in stopping and/or reporting unsafe acts or conditions?**

Please include the procedure that addresses training employees on their roles and responsibilities in stopping and/or reporting unsafe acts or conditions.

32. **Does the procedure include anti-retaliation measures where an unsafe activity is stopped and/or reported by an employee?**

Please include the procedure that addresses anti-retaliation measures where an unsafe activity is stopped and/or reported by an employee.

33. **Does the procedure include notification to employees and supervisors where unsafe conditions are identified in the workplace?**

Please include the procedure that addresses notification to affected employees and supervisors when unsafe conditions are identified or reported.

34. **Does the procedure include the suspension of work activities or the right of employees to refuse work until unsafe conditions have been corrected?**

Please include the procedure that addresses the suspension of work activities or the right of employees to refuse work where unsafe conditions are identified in the workplace.

35. **Does the procedure include tasks which require Surface & Subsurface Safety Systems training?**

Please include the procedure that addresses the tasks to be performed by or under the supervision of personnel who have Surface & Subsurface Safety Systems training, in accordance with jurisdictional requirements. The employer should identify tasks which involve the installation, repair, testing, maintenance, or operation of surface or subsurface safety devices.

36. **Does the procedure include job titles of personnel who require Surface & Subsurface Safety Systems training?**

Please include the procedure that addresses job titles of employees who require Surface & Subsurface Safety Systems training, in accordance with jurisdictional requirements. This procedure should identify all positions associated with the installation, repair, testing, maintenance, or operation of surface or subsurface safety devices.

**37. Does the procedure include coordination with operators in accordance with jurisdictional requirements?**

Please include the procedure that addresses coordination with operators in accordance with jurisdictional requirements. Since procedures may vary significantly between operators, Suppliers should establish a system to identify and comply with the requirements of the client site. For the purpose of this section, Operator means the party designated as having control over management or operations of the site.