

Workplace Safety and Health Guide

This document has been prepared to assist the Exhibitor to identify sections of the Workplace Safety and Health Regulations that may be applicable as it relates to the Manitoba Ag Days Show. While Manitoba Ag Days Inc. has identified the specific safety laws and regulations it believes applicable, each Exhibitor acknowledges and understands that they may have specific safety requirements applicable to their particular booth (including in relation to set up and tear down, and in relation to the equipment or items etc. on display) beyond those identified by Manitoba Ag Days Inc., which may not be within the knowledge or control of Manitoba Ag Days Inc. The Exhibitor will ensure that the said Exhibitor, his agents, servants, and employees, are made aware of the particular safety requirements, laws and regulations relating to the Exhibitor's booth, and provided with training on those safety requirements, laws, and regulations, as well as the safety requirements identified by Manitoba Ag Days Inc.

Provided within are select summaries of the Manitoba Workplace Safety and Health Regulations that are deemed to have a high relevance with respect to the Show. **PLEASE NOTE:** This is only a partial list of Regulation Summaries and is not exhaustive of all possible circumstances that may occur. Please visit the link below to review situations which may be unique to your exhibit that may not have been included here.

A complete list of the Manitoba Workplace Safety and Health Regulations in detail can be found at <http://safemanitoba.com/wsh-regulations>.

If you have questions please contact the Ag Days office at coordinator@agdays.com or 204-866-4400.

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WORKPLACE SAFETY AND HEALTH REGULATIONS <http://safemanitoba.com/wsh-regulations>

WORKPLACE SAFETY AND HEALTH ACT

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WORKPLACE SAFETY AND HEALTH ACT <http://safemanitoba.com/wsh-act>

What is safety and health?

Safety and health is an integral component to ensure the success of our show. It is part of our operations and is there to protect our workers, clients, property, the environment and the public.

Why is safety and health important?

There are many costs to incidents and unsafe work practices. The greatest costs are human costs. By protecting people, we are also protecting their friends, families, fellow workers, management, the public and the environment from the far-reaching effects of serious incidents. In addition to protecting lives, our safety and health program contributes to morale and pride as we encourage those involved to participate by identifying safety and health needs, and in developing safe work procedures.

What are the alternatives to safety and health?

Workers and contracted employers or self-employed people who knowingly violate safety and health rules may face disciplinary action, dismissal or legal action. Visitors may also face legal action if they knowingly disobey safety and health rules. In addition, the company may face legal action and fines for violations of regulatory requirements. Those individuals who do not fulfill their safety and health responsibilities will become accountable for any problems their negligence creates, and may be liable under the law.

Who is responsible?

Everyone involved has a responsible for maintaining the safety and health program. Managers and supervisors are responsible for identifying safety and health needs, communicating safety and health hazards, investigating hazardous conditions and incidents, providing training, supplying or wearing appropriate personal protective equipment and ensuring all equipment is properly maintained and meets legislated safety and health standards. Their role is supported by input from all workers. All workers are responsible for obeying all safety and health rules, following safe work procedures, wearing and using personal protective equipment when required, participating in safety and health training programs and informing supervisors of any unsafe work conditions. Everyone has the right and responsibility to refuse work when unsafe conditions exist. By fulfilling our safety and health responsibilities, everyone can share the benefits of a safe and healthy workplace.

PART 2

General Duties

Previous Regulation(s): **New** – Clarifies certain duties of workplace parties.

Summary of requirements:

- **Safe work procedures:**
 - Must be developed and implemented, in consultation with the committee/representative/or workers.
 - Workers must be trained in the procedures and the employer is to ensure that workers comply with the procedures.

- **Information to be provided** – ready access to the Act; Regulation(s); and Codes of Practices.

- **Workplace inspections** must be conducted on a regular basis and any unsafe conditions corrected.

- **Pregnant or nursing workers** must be informed of any risk that conditions in the workplace may pose to them or their unborn or nursing child. Where it is reasonably practicable an employer must take steps to minimize the exposure, or if alternate work is available that involves no risk or less risk, assign the worker temporarily to that alternative work.

- **Serious Incidents** – defined as an incident (a) in which a worker is killed; (b) in which a worker suffers (i) an injury resulting from electrical contact, (ii) unconsciousness as the result of a concussion, (iii) a fracture of his or her skull, spine, pelvis, arm, leg, hand or foot, (iv) amputation of an arm, leg, hand, foot, finger, or toe, (v) third degree burns, (vi) permanent or temporary loss of sight, (vii) a cut or laceration that requires medical treatment at a hospital, (viii) asphyxiated or poisoning, or that involves (i) the collapse or structural failure of a building, structure, hoist, lift, temporary support system or excavation, (ii) an explosion, fire or flood; (iii) an uncontrolled spill or escape of a hazardous substance; or (iv) the failure of an atmosphere-supplying respirator.

- **Notice of serious incident to the Division** must be immediate and by the fastest means of communication available.

- **Site of serious incident must be preserved.**

- **Investigation of serious incidents** must be undertaken by the co-chairpersons of the committee or the employer and worker representative or the employer in the presence of a worker and a written report prepared.

PART 2 General Duties Cont'd

- **Records** required to be made or retained must be maintained for the period prescribed in the regulation. If there is no prescribed period, retain for five years after the record is made.
- **Transferring custody of records** – when an employer ceases to operate the records must be transferred to the new employer or when there is no new employer, the employer must preserve the record, notify the director, and deliver the record at the time and to the place identified by the director.

Miscellaneous:

- **Pressure plants and pressure vessels** not subject to The Steam and Pressure Plants Act must be properly constructed, installed, used, stored, repaired and maintained in accordance with the manufacturer's specs.
- **Clean and sanitary workplace** must be maintained by the employer.
- **Control of airborne dust at a construction project site** - must be appropriate to control the risk.
- **Protrusions** from concrete or other surfaces, such as nails, pins, cables or other temporary obstructions must be removed or cut-off at the surface.
- **Snow and ice accumulations** – all work areas must be kept clear of snow and ice accumulation. Where an overhead accumulation of snow or ice creates a risk, it must be removed or an overhead barrier designed to withstand any load that is likely to be imposed on it is installed.
- **Sign at construction project site** – the following information must be clearly and prominently identified on sign located in a conspicuous place at a construction project site:
 - Name of the prime contractor or employer;
 - The location of any first aid service;
 - The name and telephone number of the person who can be contacted about safety and health matters; and
 - Contact information for the committee and the representative as applicable

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**Note: This is high-level summary.
Please refer to the Regulation for more detailed requirements.**

PART 6

Personal Protective Equipment

Previous Regulation(s): New (Previously enforced through other regulatory requirements)

Summary of requirements:

- **Safe work procedures** to be developed, implemented, and workers trained.
- **Employer obligations re: personal protective equipment:** provided at no cost to the worker (except for protective headwear in construction and protective footwear in all sectors - where the worker must provide); must be appropriate to the risks associated with the workplace; must be stored in a clean and secure location readily accessible to workers; immediately repaired or replaced if defective; immediately replaced when contaminated.
- **Employer obligations re: equipment provided** – ensure the equipment is fit for its purpose, fits the worker correctly, and the worker is informed and understands the risks.
- **Worker obligations re: ppe** – wear or use in accordance with the manufacturer's specifications; take reasonable steps to prevent damage and inform the employer if the equipment becomes defective.
- **Where a worker is required to provide protective headwear or protective footwear** the employer must ensure that the ppe meets, and is used in accordance with the requirements of this Part.
- **Specific types of personal protective equipment:**
 - **High visibility apparel** where there is a risk from moving vehicles or powered mobile equipment or due to visibility risks from environmental conditions.
 - **Skin protection equipment** where there is a risk from sparks, molten metal or ionizing or non-ionizing radiation.
 - **Protective clothing** – where there is a risk from contamination of the workers' skin or clothing by a hazardous substance. The employer must ensure that the clothing is laundered or disposed of on a regular basis. A place to store street clothes must also be provided.
 - **Protective headwear – employer to provide – at a workplace that is not a construction project site** – a liner for the headwear to protect the worker from cold conditions and a retention system to secure the headwear firmly to the worker's head
 - **Protective headwear – worker to provide -- at workplace that is a construction project site** – a worker must wear appropriate protective headwear that meets all requirements and standards.

PART 6 Personal Protective Equipment Cont'd

- **Protective footwear – responsibilities of employers (in all sectors) –** must provide outer foot guards, where there is substantial risk of a crushing injury to the worker's foot; and protective footwear, where the worker's feet may be endangered by a hot, corrosive or toxic substance.
- **Protective foot wear – exception (in consultation with committee/representative) –** a worker may be allowed to use soft-soled, slip resistant protective footwear without puncture-proof plates in the soles and toecaps, if the worker is a steel erector or is engaged in the installation of roof finishing materials.
- **Eye and face protectors –** if there is a risk of irritation or injury to the worker's face or eyes from flying objects or particles; splashing liquids or molten metal; ultraviolet, visible or infrared radiation, or any other material, substance or matter. Prescription lenses or prescription eyewear are not included as eye protectors.
- **Hand, arm, leg and body protection must be provided by the employer –** if there is a risk of injury to the worker's hands, arms, legs or torso and appropriate gloves or mitts and sleeves if there is a risk of injury to the worker from contact with an exposed energized electrical conductor.
- **Respiratory protective equipment** appropriate to the risks must be provided. Equipment must be used and maintained as per the appropriate CSA Standard, must be of proper size and must make an effective seal. Equipment must be kept in a clean and convenient location and not shared by other workers.
- **Protection when working in dangerous atmospheres –** must be provided where a worker is required to enter an atmosphere that is immediately-dangerous to his or her safety.
- **Protection from drowning -** to be provided where a worker is required to work at a place, other than a boat, from which he/she could fall and drown.
- **All-terrain vehicles and snowmobiles –** if a worker is required or permitted to travel in an all-terrain vehicle or a snowmobile or a towed conveyance the employer must ensure that the worker is provided with protective headwear, including a liner where required, cold weather face guard and an eye protector for working in cold conditions. This does not apply where the all-terrain vehicle is equipped with roll-over protective structures and enclosed by a cab.

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Note: This is high-level summary.

Please refer to the Regulation for more detailed requirements.

PART 8

Musculoskeletal Injuries

Previous Regulation(s): **NEW**

Summary of requirements:

- **Musculoskeletal Injury** – defined as an injury or disorder of the muscles, tendons, ligaments, joints, nerves, blood vessels or related soft tissue including a sprain, strain or inflammation, that may occur to a worker in a workplace and that is caused or aggravated by any of the following:
 - A repetitive motion
 - A forceful exertion
 - Vibration
 - Mechanical compression
 - A sustained or awkward posture
 - A limitation on motion or action
 - Any other factor that creates a risk of musculoskeletal injury
- **Assessing risks** – where an employer is aware, or ought reasonably to have been aware, or has been advised that a work activity creates a risk of musculoskeletal injury, the employer must (a) ensure that the risk is assessed, and (b) on the basis of the assessment, implement control measures to eliminate or reduce the risk.
- **Control measures** may include one or more of the following: (a) providing, positioning and maintaining equipment that is designed and constructed to reduce or eliminate the risk, (b) developing and implementing safe work procedures, (c) implementing work schedules that incorporate rest and recovery periods, changes to workload or other arrangements for alternate work, and (d) providing personal protective equipment.
- **Monitoring control measures** – an employer must monitor the effectiveness of control measures and where the monitoring identifies that a risk is not being or has not been eliminated or reduced, implement further control measures.
- **Workers to be informed** – of the risk and of the signs and common symptoms of any musculoskeletal injury associated with the worker's work and the worker receives instruction and training respecting any control measures implemented.

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**Note: This is high-level summary.
Please refer to the Regulation for more detailed requirements.**

PART 13

Entrances, Exits, Stairways and Ladders

Previous Regulation(s): New (Previously enforced through other regulatory requirements)

Summary of requirements:

- **Safe access and egress** must be provided and maintained from the workplace and all work sites and work-related areas at a workplace.
- **Temporary doorways – construction project site** - must be designed and constructed to open outward and not locked in the closed position when a worker is at the site.
- **Doors to and from a workplace or work area** – ensure these can be opened without substantial effort and are not obstructed.
- **Secondary means of egress** – there must be a ready, convenient and safe secondary means of egress that is conspicuously marked and readily useable at all times in the event the primary means of egress from a workplace becomes unusable or if a worker could be isolated from the primary means of egress.
- **Emergency exits** – must be conspicuously marked and designed to enable quick and unimpeded evacuation.
- **Stairs to be provided** – when work on a multi-storey building or structure has progressed to 10 or more metres above ground level.
- **Evacuation exits** – must be conspicuously marked and designed to enable quick and unimpeded evacuation.
- **Ladders:**
 - **Loads** – Ladders must be designed and constructed to safely support any load that will be imposed on it.
 - **Worker to inspect ladder** – prior to each use.
 - **Metal ladders or metal reinforced rails on a ladder** - may not be used near any exposed energized electrical equipment.
 - **Commercially manufactured portable ladder** – must comply with the appropriate CSA and ANSI standards.
 - **Site-fabricated portable wood ladder** – must be constructed entirely from straight-grained construction grade or better lumber; has side rails; has evenly spaced rungs; and if the length is 5 m or less, has side rails measuring at least 50 mm by 100 mm, or if the length is more than 5 m, has side rails measuring at least 50 mm by 150 mm.

PART 13

Entrances, Exits, Stairways and Ladders Cont'd

- **Double-width site-fabricated portable ladder** – must be constructed from straight-grained, construction grade or better lumber; has side rails that are not notched, tapered, lapped or spliced; if its length is 5 m or less, has side rails measuring at least 50 mm by 100 mm, or if more than 5m, has side rails measuring at least 50 mm by 150 mm, is composed of 3 rails that are evenly spaced; is at least 1.5 m wide, and has evenly spaced rungs
- **Extension ladders** – must be equipped with locks that securely hold the sections of the ladder in the extended position; must not exceed 14.6 m in length if it consists of two sections and 20 m in length, if it consists of more than two sections. If a section is extended, the extended section must overlap another section for at least 1 m for a ladder less than 11 m in length; 1.25 m for a ladder between 11 m and 15 m in length; or 1.5 m for a ladder over 15 m in length.
- **Portable ladders** – must be secured against movement at all times during use and must be placed on a stable, level base. Where a portable ladder is used as a means of access it must extend at least 1 m above the platform, roof or other landing; and for a portable ladder other than a stepladder, it must be placed against a structure so that the slope of the ladder is no more than 1:4.
- **Stepladders** – must not be more than 6 m high when set for use and have legs that are securely held in position. Workers must use the ladders in accordance with manufacturer's specification and safe operating instructions.
- **Prohibition re: use of portable ladders** – work must not be performed from either of the top two rungs, steps or cleats of a commercially manufactured portable ladder or a step ladder unless it has a railed platform at the top or the manufacturer's specification for the stepladder permit it.
- **Fixed ladders** – employer or owner must ensure that a ladder that is permanently fixed to a supporting building or structure is designed by a professional engineer and is constructed, erected and installed in accordance with the specifications certified by a professional engineer.

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**Note: This is high-level summary.
Please refer to the Regulation for more detailed requirements.**

PART 14

Fall Protection

Previous Regulation(s): New (Previously enforced through other regulatory requirements)

Summary of requirements:

- **Fall protection required where there is a risk of a worker falling:**
 - A vertical distance of **3 m** or more.
 - A vertical distance of less than 3 m where there is an increased risk of injury due to the surface or item on which the worker might land;
 - Into operating machinery or moving parts of the machinery;
 - Into water or another liquid;
 - Into or onto a hazardous substance or object;
 - Through an opening on a work surface; or
 - A vertical distance of more than 1.2 m from an area used as a path for a wheelbarrow or similar equipment.

- **Safe work procedures** must be developed, implemented and workers trained.

- **Guardrail systems** must be used where there is a risk of a worker falling as outlined above. Specific requirements for construction and securing of guardrail systems are outlined in the Part of the Regulation.

- **Temporary guardrail removal** – A fall protection system must be used while the guardrail is removed.

- **Requirements for fall protection system** – must be designed, installed, tested, used and maintained in accordance with the applicable requirement of the standards noted in this part of the regulation or designed and certified as safe by a professional engineer.

- **Safety belts** – may not be used as part of a fall protection system.

- **Inspections** must be conducted before use on each work shift by the worker who uses the fall protection system, **or** by a competent person other than the worker using the system.

- **Safety net** must be inspected by a competent person before each shift.

- **Inspection after fall arrest** by the manufacturer or a professional engineer.

- **Defective components** – must not be used and must immediately be removed from service.

PART 14 Fall Protection Cont'd

- **Travel restraint system** – must consist of a full body harness with adequate attachment points; the full body harness is attached by a lifeline or lanyard to a fixed support; the length of the lifeline or the lanyard is selected so that the worker can only proceed to within 1 m of an opening or edge.
- **Fall arrest system** – must consist of a full body harness with adequate attachment points; is attached by a lifeline or lanyard to an independent fixed support; is designed in accordance with the appropriate CSA Standard; is manufactured so that a worker's free fall distance does not exceed 1.2 m; and is arranged so that a worker cannot hit the ground or an object or level below the work, or swing in a manner that poses a risk.
- **Shock absorbers** – must comply with the appropriate CSA standard.
- **Fixed support system requirements** – owner of a building or structure must ensure that a permanent anchorage system used as the fixed support in a travel restraint system or fall arrest system for that building meets the requirements specified in this Part of the regulation.
- **Fall arrest systems used on powered mobile equipment (pme)** – anchor must be used in accordance with the specifications of the pme manufacturer.
- **Fall protection on a vehicle** – where a worker may have to climb on a vehicle or its load at any location other than a garage, warehouse or other permanent facility and a fall protection system cannot be provided, an employer must take steps to eliminate or reduce the need for a worker to climb onto the vehicle or its load; and provide information, instruction and training on the safe work procedures.
- **Lanyards, Lifelines, Vertical lifelines, Safety Nets, and Horizontal lifelines** – must meet the requirements outlined in this Part of the Regulation.

Residential Construction:

- **Erection of second floor exterior wall** – where it is not reasonably practicable to provide a fall protection system, alternate safe work procedure offering protection that is equal or greater to the protection provided by a fall protection system must be implemented.
- **Installation of wood trusses** – where it is not reasonably practicable to provide a fall protection system before the installation of roof sheeting, alternate safe work procedure must be implemented.

Building Requirements:

- **Buildings more than 5 storeys or 15 m in height** – after this part of the regulation comes into force owners must provide a permanent perimeter guardrail system or provide roof-level protection as specified in this part of the regulation.
- **Steel frame building requirements** – outlined in the Part of the Regulation.

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**Note: This is high-level summary.
Please refer to the Regulation for more detailed requirements.**

PART 16

Machines, Tools and Robots

Previous Regulation(s): MR 108/88R

Summary of requirements:

- **Safe work procedures** must be developed, implemented and workers trained. Safe work procedures must include lockout procedures.
- **Machine and tool safety** - any machine or tool used must be:
 - Capable of safely performing its job function
 - Used, inspected and operated in accordance with the manufacturer's specifications and safe work procedures developed.
- **Safeguards** must be in place to prevent worker contact with: Moving parts on the machine; points where material is cut, shaped, or bored; surfaces with temperatures that may cause skin to freeze, burn or blister; energized components; debris, material or objects thrown from the machine; material being fed into or removed from the machine.
- **Alternative mechanism** - when it is not reasonably practicable to provide safeguards, alternative mechanisms, systems or change in work procedures must be put in place.
- **When safeguards are removed in order to perform servicing, repairs, tests, cleaning, etc.**
the employer must ensure that: Other protective measures are in place until replaced; the safeguard is replaced immediately once task is completed; the safeguard functions properly when replaced.
- **Operating controls** must be: Readily and clearly identifiable; located within reach of the operator; and cannot be activated by inadvertent contact.
- **Worker apparel** - when there is a risk of the workers' apparel coming into contact with moving parts of a machine, the employer must ensure that: Workers wear close-fitting clothing; long hair must be confined with a hairnet, close-fitting cap, or close fitting headwear; and workers do not wear dangling neckwear, jewelry, wristwatches, rings, etc.
- **Warning systems** – if the operator does not have clear view of all parts of the machine and the surrounding area, machinery must be equipped with an audible alarm system or a conspicuous visual alarm to alert a person of the imminent start up.
- **Unattended or suspended machines** must be immobilized, secured against movement or enclosed by a safeguard to prevent access.

PART 16 Machines, Tools and Robots Cont'd

- **Lockout** –no worker is to perform work on a machine that is serviced, repaired, tested, cleaned, maintained or adjusted until the machine has come to a complete stop and the worker performing work on the machine has locked out the machinery.
- **Lock to be removed only by** the worker who installed it or by a competent person in an emergency situation.
- **Control of more than one machine – using a central automated system –** any machine to be serviced, etc. must be isolated from the central system before the lockout procedures are implemented.
- **Transitional: continued use of tag-out system** is allowed for a period of no more than one year after this regulation comes into force.
- **Conveyors** – must have a readily accessible emergency stop system unless worker access to the conveyor is prevented by guarding.
- **Emergency pull-cords** – must be clearly visible and readily accessible at the operator's normal control station.
- **Elevated conveyors** that cross over a place where a worker may pass or work, must be provided with a suitable guarding system.
- **Miscellaneous Machines and Tools**
 - **Grinding machines** – all abrasive wheels must be guarded. Maximum speeds must be permanently marked on the grinder. Tool rests must be installed in a manner that is compatible to the work process; must be securely attached to the grinder; not be installed more than 3mm from the wheel or below the horizontal centre line; and workers must not use the sides of an abrasive wheel for grinding unless it is designed for that use.
 - **Storage of Explosive-operated tools** - must be stored in a locked container when not in use or left unattended.
 - **Pneumatic powered tools** – the compressed air supply must not exceed the tool's pressure rating and the connections must have a positive locking device or safety chain or cable to restrain from uncontrolled movement.
 - **Hand or portable power tools** – must be inspected before use and removed from service if found defective.
 - **Pressurized hoses** – must have effective restraining devices to control movement from inadvertent disconnection.
 - **Chain saws** must meet the current CSA standard requirements, be equipped with a safety chain, chain brake and chain catcher, and be operated according to manufacturer's specifications
 - **Lasers** must meet the requirements of the most current ANSI Standard for Safe Use of Lasers.
- **ROBOTS** – requirements apply to workplaces where a robot or robot system is used but does not apply to a personal or mobile robot; an automatic guided vehicle system; an automated storage and retrieval system or a numerically controlled machine.

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Note: This is high-level summary.

Please refer to the Regulation for more detailed requirements.

PART 17

Welding and Allied Processes

Previous Regulation(s): NEW – Previously enforced through other regulatory requirements.

Summary of requirements:

- **Application** – applies to every workplace where welding or allied processes take place.
- **Definition “welding or allied process”** means any type of electric or fuel gas welding or cutting process including arc welding, brazing, solid-state welding, soldering, resistance welding, and other welding and allied processes such as thermal spraying and thermal adhesive bonding, arc cutting, laser cutting, oxygen cutting or other cutting.
- **Safe work procedures** must be developed, implemented and workers trained.
- **CSA Standards** – All welding and allied processes in the workplace must comply with the current CSA Standard.
- **Contained welding or allied process** – when a container, pipe, valve or fitting holds or may have held an explosive, flammable or otherwise hazardous substance or may become pressurized to the point of being a hazard an employer must ensure that any welding or allied process is performed in accordance with the safe work procedures.
- **Electric arc welding** must not be performed if another worker may be exposed to radiation unless the other worker is using appropriate eye protection or is protected by an appropriate barrier.
- **Appropriate welding and ground leads** are to be used to fasten the electric supply cable securely so that the inner wires of an electric welding machine are not exposed to damage.
- **Testing for gas welding and allied process** – an employer is to ensure that a person performing a gas welding or allied process tests a regulator and its flexible connecting hose immediately after it is connected to a gas cylinder to ensure there is no leakage.
- **Flashback arrestors** – must be provided between the torch and the fuel gas and oxygen supply. The employer must ensure that hose lines or pipelines are legibly marked to ensure the hoses are not interchanges and ensure that the torch is ignited by a lighting device that is designed for that purpose.

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Note: This is high-level summary.

Please refer to the Regulation for more detailed requirements.

PART 19

Fire and Explosive Hazards

Previous Regulation(s): NEW – Previously enforced through other regulatory requirements.

Summary of requirements:

- **Application** – applies to workplaces where combustible liquids, flammable liquids or flammable substances are present; or where hot work is performed.
- **Safe work procedures** – must be developed, implemented, and workers trained.
- **Fire protection equipment and fire extinguishers** – must be of an appropriate type and sufficient size and must be installed in accordance with the Manitoba Fire Code. Portable fire extinguishers must be located in accordance with the Manitoba Fire Code.
- **Maintenance of all fire protection equipment and portable fire extinguishers** - must be in accordance with manufacturer's specifications and the Manitoba Fire Code.
- **Containers for contaminated materials** – any material contaminated by a flammable or combustible liquid must be placed in a container that is stored in accordance with the Manitoba Fire Code.
- **Containers for combustible or flammable liquids** – must meet the requirements of the Manitoba Fire Code.
- **Use of gasoline** – no gasoline to be used to start a fire or used as a cleaning agent.
- **Activities involving combustible liquids** – employer to ensure that a worker does not refill a tank connected to a heating device with a combustible or flammable liquid while the device is in operation or hot enough to ignite the liquid; or place a tar pot that is in use within three metres of an entrance to or exit from a building or structure.

PART 19 Fire and Explosive Hazards Cont'd

- **Control of ignition sources, static charges** - employer must ensure that :
 - static charge accumulations during the transfer of a flammable liquid or explosive substance from one container to another are prevented by either electrically bonding or grounding the containers;
 - metallic or conductive containers used to transfer flammable liquids are electrically bonded to each other or are electrically grounded while their contents are being transferred from one container to another; only flammable fuel transfer equipment and portable fuel transfer tanks approved by the CSA or the Underwriters' Laboratories Inc. are to be used to transfer flammable liquids.
- **Flammable or explosive substance in atmosphere** – employer must ensure that a worker does not enter a workplace where a flammable or explosive substance is present in the atmosphere at a level that is more than 10% of the lower explosive limit of that substance.
- **Hot Work** – must be performed in accordance with the Manitoba Fire Code.
- **Purging of container or piping before any hot work begins**– must be done using an effective removal method.
- **Welding or cutting of metal that was cleaned with flammable or combustible liquids** cannot take place until the metal has thoroughly dried.
- **Compressed gas equipment** – must be stored in accordance with the Manitoba Fire Code.
- **Definition of “container”** – a stationary or portable vessel or receptacle used to contain a flammable substance such as a tank, tank car, tank truck or a cylinder.

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**Note: This is high-level summary.
Please refer to the Regulation for more detailed requirements.**

PART 20

Vehicular and Pedestrian Traffic

Previous Regulation(s): **NEW– Requirements previously enforced through other Regulations.**

Summary of requirements:

- **Application** – this part applies to every workplace where there is a risk due to the movement of vehicular traffic or every construction project site where there is a risk due to the proximity of pedestrian or vehicular traffic to the project site.
- **Walkway protection** – except for residential construction, an employer must ensure that no work is carried out at a construction project site located within 4.5 metres of a pedestrian walkway unless the walkway adjacent to the project site is covered.
- **Requirements for covered walkway :**
 - Must be wide enough to completely cover the walkway,
 - Must be installed to provide 2.4 metres of unobstructed height clearance beneath it,
 - Must be capable of supporting any load imposed on it, a minimum of 2.4 kilonewtons per square metre,
 - Provides a weather-tight roof,
 - The covered walkway must have a partition that covers the side adjacent to the construction project, a railing 1 metre high from ground level on the street side, and adequate lighting
- **Fencing** – a fence of at least 1metre high must be installed and maintained on any perimeter side of a construction project where pedestrian or vehicle traffic may be traveling.
- **Safe work procedures (traffic control)** – must be developed, implemented, and workers trained.
- **Flag persons** – must be:
 - Trained in the safe work procedures
 - Provided with a paddle with reflective surfaces, on one side of which is STOP and on the other is SLOW; high visibility safety apparel; a means of communication with any other worker acting as a flagperson when he/she does not have a clear view of that other flagperson.
- **Signal person on construction site** - required when powered mobile equipment travels in a reverse direction or moves in a manner that may create a risk.

PART 20
Vehicular and Pedestrian Traffic Cont'd

- **Worker designated as a signal person must:**
 - Have a clear view of the operator and intended travel path of the powered mobile equipment.
 - Direct the operator through the use of pre-arranged visual signals, or if not clearly visible to the operator, a radio communication system
- **Reverse warnings** – Powered mobile equipment or motor vehicles with a 907 kg (1 ton) load capacity or greater must be equipped with suitable automatic warning devices when moving in reverse.



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**Note: This is high-level summary.
Please refer to the Regulation for more detailed requirements.**

PART 22

Powered Mobile Equipment (PME)

Previous Regulation(s): NEW– Previously enforced through other regulatory requirements.

Summary of requirements:

- **Application** – applies to every workplace where pme is used.
- **Safe work procedures** – must be developed, implemented, and workers trained.
- **Written record of inspections, repairs, and maintenance** must be kept and made readily available to the operator of the equipment.
- **Exposed moving parts** must be shielded, enclosed or guarded.
- **Exhaust and other hot equipment surfaces** – must be guarded.
- **Safety requirements:** a horn or other audible warning device; a portable fire extinguisher, a braking system and a parking device.
- **PME used to drive ancillary equipment** must be equipped with a device that allows the operator to immediately stop the equipment.
- **Seats, seatbelts and restraining devices** must not be removed and when the pme is in use the seats and seatbelts must be used.
- **Lights required** if pme is operated during hours of darkness or in an area that is not adequately lit.
- **Visual inspection by the operator** required before use.
- **Barrier required if pme is used above grade height.**
- **Transporting workers** – allowed only where the equipment or attachment is designed for transporting workers.
- **Unattended equipment** must be secured against unintentional movement and all suspended or elevated parts are fully lowered.
- **Extending boom** – no worker may operate pme equipped with an extending boom unless the equipment is stable under all conditions.
- **Ladders attached to the extending boom** – no workers may be on the ladder when the equipment is being moved and if outriggers or stabilizers are incorporated into pme no worker may climb a ladder attached to the extending boom unless the outriggers are deployed.
- **Maintenance on elevated parts of pme** – equipment must be securely blocked in place and cannot move.
- **Tire servicing** – must be done by a competent person in accordance with specifications of both the tire and pme manufacturers.
- **Rollover Protective Structure (ROPS) Definition** – a structure designed to reduce the possibility of injury to an operator of pme in the event of a rollover or upset.
- **ROPS** must be commercially manufactured and complies with the appropriate CSA Standards or if not commercially manufactured it must be designed by a professional engineer.

PART 22 Powered Mobile Equipment (PME) Cont'd

- **If structural integrity is compromised** no person may operate the equipment until the ROPS is replaced or a professional engineer certifies that it has not been compromised.
- **Additions/modifications/ or structural repairs of ROPS** – as per the equipment manufacturer or a professional engineer.
- **Powered Lift Trucks - Definition** – a pme that is designed to allow the operator to lift, carry and unload a load.
- **Operating certificate** issued by the employer required before a worker is permitted to operate a powered lift truck. The worker must receive instruction, training, and testing and must be familiar with the operating procedures of the truck the worker will be operating. An evaluation system to ensure continued competency must also be implemented.
- **Load rating chart** must be affixed to the truck.
- **Concrete trucks - definition** – means pme that is comprised of a concrete pump, a distribution boom or mast, delivery pipes and the equipment on which they are mounted.
- **While concrete pump truck is in use** no worker or other person may be positioned under a distribution boom or mast and except for a worker placing the concrete, no worker or other person is permitted in the work area of the distribution boom or mast.
- **Concrete pump trucks not to be moved** when the distribution boom or mast is partially or fully extended unless the truck is designed to be moved with its distribution boom or mast partially or fully extended.
- **Dump truck safe work procedures** must include procedures for the use of other pme to free a load trapped in the dump box.
- **Before dumping a load to the ground** – ensure the ground is stable and capable of withstanding the weight of both the truck and the load.
- **Working on ice - definition of “ice”** - means ice that is over water, where the water is more than one metre deep; or over any other material into which a worker could sink more than one metre.
- **Safe work procedures on ice** must be developed, implemented, and workers trained. Procedures for testing the thickness of the ice and a plan for dealing with an emergency arising from pme breaking through the surface of the ice required.
- **Refuelling on ice prohibited.**
- **Pilot vehicle required** when building a winter road on ice. The pilot vehicle must be equipped with a means of communication that enables the operator to communicate with the workers who will implement the plan for dealing with an emergency or emergency response services.

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**Note: This is high-level summary.
Please refer to the Regulation for more detailed requirements.**

PART 28

Scaffolds and Other Elevated Work Platforms

Previous Regulation(s): MR 189/85

Summary of requirements:

- **Application** - applies to every workplace where a scaffold or elevated work platform is used.
- **Safe work procedures** – must be developed, implemented, and workers trained.
- **Commercially manufactured scaffold and elevated work platforms** must be installed, used, maintained and dismantled in accordance with manufacturer's specifications.
- **Scaffolds – general provisions: Types that must be designed by an engineer:**
 - Open access scaffold more than 10 m high; an enclosed or hoarded access scaffold more than 7.5 m in height.
 - **General design and use requirements:** Must be able to safely support at least four times the maximum load that will be imposed on it; if partially or fully enclosed, must have components that are adequate to support any added load from wind, wind gusts or other environmental conditions; must be installed plumb; and must be stabilized
 - **Additional criteria: scaffolds of particular height.** If the scaffold platform is 3 m or more above the level a worker may fall, it must be equipped with a guardrail. If a scaffold is more than 6 m in height, it must be equipped with hoisting device for hoisting material. If a scaffold is more than 9 m in height is must be equipped with an internal stairway or ladders, and if any ladder exceeds 3 m in height, the ladder must be equipped with fall protection attachments.
 - **Characteristics: rope, wire rope and tie backs must be protected** against abrasion or other physical damage and made of heat or chemical resistant material, if there is a possibility of exposure to heat or chemicals.
 - **Platforms: secured and minimum width must be 500 mm wide; or 1.5 m wide,** if it is to be used by bricklayers, stonemasons, plasters or a similar tradespeople and the scaffold is used to hold their immediate supply of building materials.
 - **Manufactured or wood planks** must be used, stored, inspected and maintained in accordance with the manufacturer's specifications.
 - **Competent persons to supervise and inspect the scaffolds**
 - **No scaffold may be loaded in excess of its rated load.**
 - **Specific provisions for particular types of scaffolds** are outlined in Section 28.14 to Section 28.20 of this Part of the Regulation.

PART 28

Scaffolds and Other Elevated Work Platforms Cont'd

- **Elevated Work Platforms**
 - **Suspended work platforms** must be designed, constructed, installed, maintained, used and dismantled in accordance with the most current CSA Standards.
Prior notification of suspended work platform use – if a platform is used at a height in excess of 3 m above ground the Workplace Safety and Health Division must be notified at least eight hours before the platform is suspended. The Division will assign a serial number to the worksite.
 - **Specific requirements for suspended work platforms** are outlined in Section 28.23 to Section 28.31 of this Part of the Regulation.
- **When crane used to suspend a personnel basket or cage:**
 - **General restrictions re: use of the crane** – a crane may only be used to hoist a personnel basket or cage where it is not reasonably practicable to do the work by use of a scaffold or other type of elevated work platforms.
 - **Specific requirements for basket or cage when crane is used to hoist a personnel basket or cage** – outlined in Section 28.33 to Section 28.36 of this Part of the Regulation.
 - **Specific requirements for aerial devices and self-elevating work platforms** are outlined in Section 28.37 to Section 28.44 of this Part of the Regulation.
- **Forklift-Mounted Work Platform**
 - Must be commercially manufactured or constructed in accordance with professional engineer specifications.
 - When a worker is on a work platform mounted on a forklift, the employer must ensure that the forklift is on stable, level surface and the operator of the forklift remains at its controls when the platform and forklift are in the elevated position.
 - Fall arrest system required.

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**Note: This is high-level summary.
Please refer to the Regulation for more detailed requirements.**

PART 35

Workplace Hazardous Materials Information Systems

Previous Regulation(s): MR52/88R

Summary of requirements:

- **Application** – applies to every workplace where a controlled product is used, stored, produced or handled. Exceptions outlined in Section 35.1(2) and 35.1(3) of this Part of the Regulation.

Requirements:

- **Training** – workers who work with or near a controlled product or perform work involving the manufacture of a controlled product must receive training on supplier labels, material safety data sheets, procedure for storing, using and handling the controlled product, the procedures to be followed if there are fugitive emissions and the procedures to be followed in case of an emergency.

Labelling Requirements:

- **Supplier label required** on containers of controlled products
 - **Workplace label for employer-produced products required**
 - **Workplace label for decanted products required** (unless it is a portable container that is filled directly from a container that has a supplier label on it and all of the controlled products is required for immediate use exclusively by the worker who filled the portable container.
 - **Requirements for products contained or transferred in piping systems or vessels:** employer to ensure the safe use, storage and handling of the controlled product through a combination of worker education and the use of colour coding, labels, placards or any other method of identification.
 - **Placard identifiers** – where the controlled product is not in a container or is in any form intended for export, the employer may fulfill the labeling requirements by posting a placard in a conspicuous place at the location where the controlled product is stored.
- **Controlled Products in Laboratory**
 - **Supplier label not required for laboratory chemicals** – if the controlled product originates from a laboratory supply house, is intended for use in a laboratory, is packaged in a container in a quantity of less than 10 kg, and the container is appropriately labeled.

PART 35 WHMIS Cont'd

• Material Safety Data Sheets (MSDS's)

- **Supplier material safety data sheets** – must be obtained for controlled products unless the supplier is exempted. MSDS cannot be older than 3 years.
- **Employer material safety data sheets** – required where a controlled product or a fugitive emission that contains a controlled product is produced at a workplace.
- **Accessibility of MSDS's** – must be readily accessible to workers who may be exposed to the product and to the committee or representative.
- **Deletions from material safety data sheets** – an employer may file a claim with the commission to exempt specific information from the material safety data sheets as the information is deemed to be confidential business information. This does not include hazard information.
- **Duty to disclose information** – an employer who manufactures a controlled product must give (on request) the source of toxicological data used in preparing a MSDS to a safety and health officer, the committee/representative/worker.
- **Information confidential** – if officials working under the authority of the Hazardous Products Act (Canada) obtain information from the commission under the Hazardous Material Information Review Act the official must keep the information confidential and must not disclose it.
- **Information to medical professional** – information, including confidential business information exempted from disclosure must be provided to a medical professional for the purpose of making a medical diagnosis or treating a worker in an emergency.

Hazardous Waste

- **Data sheet for hazardous waste** – if hazardous waste that contains a controlled product is produced, stored, handled or disposed of in the workplace, a material safety data sheet must be prepared .
- **Placard to identify hazardous waste that is not in a container** – must be of a size and in locations so that the information is conspicuous and clearly legible to workers.
- **Hazardous waste sale or disposal** – material safety data sheets regarding each controlled product in the hazardous waste and the hazardous waste or container must have a label applied to it.
- **Material safety data sheets** – must be kept for at least 30 years after the sheet was received from the supplier or produced at the workplace.

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*Note: This is high-level summary.
Please refer to the Regulation for more detailed requirements.*

PART 38

Electrical Safety

Previous Regulation(s): NEW - Previously enforced through other regulatory requirements.

Summary of requirements:

- **Application** – applies to workplaces where electrical work is performed.
- **Safe work procedures** must be developed, implemented, and workers trained.
- **Emergency procedures for contact with energized electrical equipment** must be developed, implemented and workers trained.
- **Only electrical workers may do electrical work.**
- **Other requirements to be met:** (1) The Electricians' Licensing Act; (2) The Manitoba Electrical Code; and (3) Municipal by-laws, where applicable.
- **Energized electrical equipment** must be suitably located and guarded so that it is not contacted by a worker.
- **Work being done near exposed, energized electrical equipment** must be done in a manner to prevent a worker from contacting the equipment.
- **Defect or unsafe condition** – workers must be protected and the unsafe condition must be corrected as soon as possible.
- **Electrical equipment to be protected and properly installed** – each electrical panel and switch controlling a service supply, feeder or branch circuit must be protected from physical or mechanical damage and electrical distribution switches, including main circuit breakers, must have a suitable means for being locked-out in the open or de-energized position.
- **Temporary electrical equipment** must be adequately guarded or securely suspended overhead to provide adequate clearance for workers and material.
- **Work at a damp location** – electrical circuits must be protected by a class “A” ground fault circuit interrupter.
- **High voltage switch gear** must be restricted to persons authorized by the employer and warning signs posted.
- **Switch not to be locked in closed or energized position** unless the design specifications of the switch require it to remain in this position.
- **Electrical equipment must be de-energized and locked out** when an electrical worker is doing electrical work. This does not apply to Manitoba Hydro or an electrical worker employed by Manitoba Hydro where Manitoba Hydro complies with the appropriate CSA Standard.

PART 38 Electrical Safety Cont'd

- **When it is not practicable to de-energize electrical equipment**, the employer, in consultation with the worker, must assess the conditions under which work is being done and safe work procedures must be developed and implemented.
- **High voltage switch gear** – access must be restricted to authorized persons and warning sign must be posted.
- **Switch not to be locked in closed position** unless the design specifications of the switch require it to remain locked in the closed position.
- **Electrical equipment must be de-energized when work is being done on** the equipment.
- **Appropriate electrical equipment and protection** – the employer to ensure that the environmental conditions at the workplace are assessed to determine the appropriate equipment required.



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**Note: This is high-level summary.
Please refer to the Regulation for more detailed requirements.**

PURPOSE OF THIS ACT

General objects and purposes

- 2(1) The objects and purposes of this Act are
- (a) to secure workers and self-employed persons from risks to their safety, health and welfare arising out of, or in connection with, activities in their workplaces; and
 - (b) to protect other persons from risks to their safety and health arising out of, or in connection with, activities in workplaces.

Specific objects and purposes

- 2(2) Without limiting the generality of subsection (1), the objects and purposes of this Act include
- (a) the promotion and maintenance of the highest degree of physical, mental and social well-being of workers;
 - (b) the prevention among workers of ill health caused by their working conditions;
 - (c) the protection of workers in their employment from factors promoting ill health; and
 - (d) the placing and maintenance of workers in an occupational environment adapted to their physiological and psychological condition.

APPLICATION OF THIS ACT

Application of Act

- 3 This Act applies to
- (a) the Crown in right of Manitoba and every agency of the government;
 - (b) every employer, worker and self-employed person whose workplace safety, health and welfare standards are ordinarily within the exclusive jurisdiction of the Legislature to regulate; and
 - (c) the Crown in right of Canada, every agency of the government of Canada, and every other person whose workplace safety, health and welfare standards are ordinarily within the jurisdiction of the Parliament of Canada, to the extent that the Crown in right of Canada may submit to the application of this Act.

DUTIES OF EMPLOYERS

General duties of employers

- 4(1) Every employer shall in accordance with the objects and purposes of this Act
- (a) ensure, so far as is reasonably practicable, the safety, health and welfare at work of all his workers; and
 - (b) comply with this Act and regulations.

Further duties of employer

- 4(2) Without limiting the generality of an employer's duty under subsection (1), every employer shall
- (a) provide and maintain a workplace, necessary equipment, systems and tools that are safe and without risks to health, so far as is reasonably practicable;
 - (b) provide to all his workers such information, instruction, training, supervision and facilities to ensure, so far as is reasonably practicable, the safety, health and welfare at work of all his workers;

- (c) ensure that all his workers, and particularly his supervisors, foremen, chargehands or similar persons, are acquainted with any safety or health hazards which may be encountered by the workers in the course of their service, and that workers are familiar with the use of all devices or equipment provided for their protection;
- (d) conduct his undertaking in such a way as to ensure, so far as is reasonably practicable, that persons who are not in his service are not exposed to risks to their safety or health arising out of, or in connection with activities in his workplace;
- (e) consult and co-operate with the workplace safety and health committee where such a committee exists, regarding the duties and matters with which that committee is charged under this Act;
- (f) consult and co-operate with the worker safety and health representative where such a representative has been designated, regarding the duties and matters with which that representative is charged under this Act;
- (g) co-operate with any other person exercising a duty imposed by this Act, or the regulations;
- (h) ensure that all of the employer's workers are supervised by a person who
 - (i) is competent, because of knowledge, training or experience, to ensure that work is performed in a safe manner, and
 - (ii) is familiar with this Act and the regulations that apply to the work performed at the workplace;
- (i) if the employer's workers are working on a construction project that has a prime contractor, advise the prime contractor of the name of the supervisor of the employer's workers on the project.

Employer as supervisor

4(3) For the purposes of clause (2)(h), an employer may supervise his or her workers if he or she satisfies the criteria set out in that clause.

Employer's duty re training

4(4) Without limiting the generality of clause (2)(b), every employer shall provide information, instruction and training to a worker to ensure, so far as is reasonably practicable, the safety, and health of the worker, before the worker

- (a) begins performing a work activity at a workplace;
- (b) performs a different work activity than the worker was originally trained to perform; or
- (c) is moved to another area of the workplace or a different workplace that has different facilities, procedures or hazards.

Performing work activity during training

4(5) Notwithstanding subsection (4), a worker may perform a work activity while being trained if the worker is under the direction of a supervisor or another person who is fully trained and has sufficient experience in performing that work activity to ensure that the safety or health of the worker and any other person is not at risk.

Wages and benefits during training

4(6) A worker is entitled to the same wages and benefits for any time spent in training that he or she would be entitled to had the worker been performing his or her regular work duties during that time.

S.M. 2002, c. 33, s. 7.

DUTIES OF SUPERVISORS

Duties of supervisors

- 4.1 Every supervisor shall
- (a) so far as is reasonably practicable,
 - (i) take all precautions necessary to protect the safety and health of a worker under his or her supervision,
 - (ii) ensure that a worker under his or her supervision works in the manner and in accordance with the procedures and measures required by this Act and the regulations, and
 - (iii) ensure that a worker under his or her supervision uses all devices and wears all clothing and personal protective equipment designated or provided by the employer or required to be used or worn by this Act or the regulations;
 - (b) advise a worker under his or her supervision of all known or reasonably foreseeable risks to safety and health in the area where the worker is performing work;
 - (c) co-operate with any other person exercising a duty imposed by this Act or the regulations; and
 - (d) comply with this Act and the regulations.

S.M. 2002, c. 33, s. 7.

DUTIES OF WORKERS

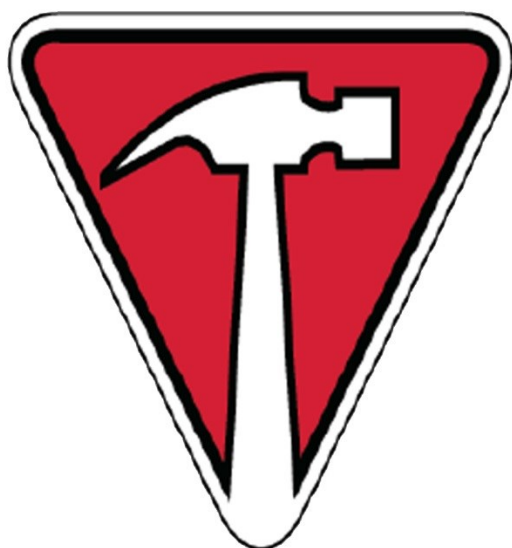
General duties of workers

- 5 Every worker while at work shall, in accordance with the objects and purposes of this Act,
- (a) take reasonable care to protect his safety and health and the safety and health of other persons who may be affected by his acts or omissions at work;
 - (b) at all times, when the nature of his work requires, use all devices and wear all articles of clothing and personal protective equipment designated and provided for his protection by his employer, or required to be used and worn by him by the regulations;
 - (c) consult and co-operate with the workplace safety and health committee, where such a committee exists, regarding the duties and matters with which that committee is charged under this Act;
 - (d) consult and co-operate with the worker safety and health representative, where such a representative has been designated, regarding the duties and matters with which that representative is charged under this Act;
 - (e) comply with this Act and the regulations; and
 - (f) co-operate with any other person exercising a duty imposed by this Act or the regulations.

DUTIES OF SELF-EMPLOYED PERSONS

General duties of self-employed persons

- 6 Every self-employed person shall, in accordance with the objects and purposes of this Act,
- (a) conduct his undertaking in such a way as to ensure, so far as is reasonably practicable, that he or any other person is not exposed to risks to his or that person's safety or health, arising out of, or in connection with, activities in his workplace;
 - (a.1) when he or she is working on a construction project that has a prime contractor, advise the prime contractor that he or she is working on the project;
 - (b) comply with this Act and the regulations; and
 - (c) co-operate with any other person exercising a duty imposed by this Act or the regulations.



SAFE WORK



Spot the hazard

Competent supervisors, in consultation with experienced workers, are good candidates for leading hazard identification, assessment and control. Your system will be more successful if the employer makes a senior manager or supervisor accountable for keeping the system effective. Workers are a valuable source of information about hazards and risks in the workplace.

Assess the risk

Your system needs to assess the risk of the hazards that are actually hurting workers, and focus your time and resources on those hazards.

Find a safer way

For all the hazards that have been identified, controls must be put into place to eliminate or minimize the risk to workers.

Everyday

The risk management system should not be separate from operational procedures. To ensure accountability, responsibility must be assigned to specific workers.

The workplace safety and health committee also provides input and advice, and audits the system's effectiveness.