

## A Guide to Topics and Specific Information Applicable to Educational Settings

Section of Industrial Regulation	Topic	Specific Information
5 (written report section 51 of the Act)	Notice of Accidents	<ul style="list-style-type: none"> <li>• Constructor/employer</li> <li>• Nature and circumstances of the occurrence</li> <li>• Bodily injury sustained</li> <li>• Description of machinery or equipment</li> <li>• Time and place of occurrence</li> <li>• Name and address of critically injured or killed worker</li> <li>• Name and address of all witnesses to the occurrence</li> <li>• Name and address of the physician or surgeon</li> </ul>
5(2) (b) Written report section 52 of the Act)	Occupational illness	<ul style="list-style-type: none"> <li>• Name and address of type of business of employer</li> <li>• Nature and circumstance of the occurrence</li> <li>• Machinery or equipment used</li> <li>• Time and place of the occurrence</li> <li>• Name and address of the person suffering the injury or illness</li> <li>• Names and addresses of all witnesses</li> <li>• Name and address of the physician or surgeon</li> <li>• Steps taken to prevent a recurrence or further illness</li> </ul>
11	Premise (floor surfaces)	<ul style="list-style-type: none"> <li>• Floor or other surfaces used by any worker shall be kept free of obstructions, hazards, and accumulations of refuse, snow or ice: and</li> <li>• Not have any finish or protective material used on it that is likely to make the surface slippery</li> </ul>
16.	Premise ( Doors)	<ul style="list-style-type: none"> <li>• Located or arranged so that it could be mistaken for an exit door</li> <li>• Leading to a hazardous, restricted or unsafe area</li> <li>• Shall be identified by a warning sign posted on it</li> </ul>
17.	Premise (fixed walkway, service stair or stile)	<ul style="list-style-type: none"> <li>• Shall be at least fifty-five centimetres in width</li> </ul>
22.(3)	Fire Prevention – Protection (storage of flammable liquids)	<p>A maximum of 235 litres of flammable liquids may be stored</p> <ul style="list-style-type: none"> <li>• In sealed containers of not more than twenty-three litre capacity each</li> <li>• In a metal cabinet of double walled construction with a 3-point door latch and a liquid-tight door sill raised at least fifty millimetres above the floor</li> </ul>
23.	Fire Prevention – Protection (portable container used for dispensing flammable liquid)	<ul style="list-style-type: none"> <li>• Spring-loaded cap</li> <li>• A flame arrestor</li> </ul>
24.	Machine Guarding (exposed moving part that may endanger the safety of any worker)	<ul style="list-style-type: none"> <li>• Shall be equipped with and guarded by a guard or other device that prevents access to the moving part</li> </ul>

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25.	Machine Guarding (in-running nip hazard)	<ul style="list-style-type: none"> <li>• Shall be equipped with and guarded by a guard or other device that prevents access to the pinch point</li> </ul>
28.	Machine Guarding (grinding wheel)	<ul style="list-style-type: none"> <li>• Marked with maximum speed at which it may be used</li> <li>• Checked for defects before mounting</li> <li>• Mounted in accordance with the manufacture's specifications</li> <li>• Operated at a speed which does not exceed the manufacture's recommendations</li> <li>• Provided with protective hoods that enclose the wheel as closely as the work will permit</li> <li>• Stored where it will not be subjected to, extreme heat or cold or damage from impact</li> </ul>
73.	Maintenance and Repairs (portable ladder)	<ul style="list-style-type: none"> <li>• Free from broken or loose members or other faults</li> <li>• Non-slip feet</li> <li>• Placed on a firm footing</li> </ul>
79.	Protective Equipment (requirement to wear)	<ul style="list-style-type: none"> <li>• Instructed and trained in its care and use before wearing or using the protective clothing, equipment or device</li> </ul>
83. (1)	Protective Equipment (long hair)	<ul style="list-style-type: none"> <li>• Shall be suitably confined to prevent entanglement with any rotating shaft, spindle, gear, belt or any other source of entanglement</li> </ul>
83. (2)	Protective Equipment (jewellery or clothing)	<ul style="list-style-type: none"> <li>• That is loose or dangling or sings shall not be worn near any rotating shaft, spindle, gear, belt or other source of entanglement</li> </ul>
124.	Industrial Hygiene (eyewash fountain)	<ul style="list-style-type: none"> <li>• Worker exposed to a potential hazard of injury to the eye due to contact with a biological or chemical substance, an eyewash fountain shall be provided</li> </ul>
125.	Industrial Hygiene (deluge shower)	<ul style="list-style-type: none"> <li>• Potential injury to the skin due to contact with a substance, a quick-acting deluge shower shall be provided</li> </ul>
129. (1)	Industrial Hygiene (temperature)	<ul style="list-style-type: none"> <li>• Enclosed place shall have a temperature that is suitable for the type of work performed and not less than 18 degrees Celsius</li> </ul>
130.	Industrial Hygiene (exposure to biological, chemical or physical agent training)	<ul style="list-style-type: none"> <li>• To use the precautions and procedures to be followed in the handling, use and storage of the agent</li> <li>• Proper use and care of required PPE</li> <li>• Proper use of emergency measures and procedures</li> </ul>
131.	Industrial Hygiene (food, drink, tobacco)	<ul style="list-style-type: none"> <li>• Shall be taken into, left or consumed in any room or area or place where any substance that is poisonous by ingestion is exposed</li> </ul>