
Board Governance Policy Cross Reference: [1](#), [12](#), [13](#)

Administrative Procedures Cross Reference:

[Application of Pesticides to School Property](#)

[Buildings and Grounds Inspections](#)

[Emergency Preparedness](#)

[Water Testing](#)

[Workplace Safety and Health](#)

Form Cross Reference:

Legal/Regulatory Reference:

[Canadian Drinking Water Guidelines](#)

[Manitoba Regulation 77/2005](#), section 6 (Safe Schools Regulation)

[The Drinking Water Safety Act](#) (Manitoba)

[The Public Schools Act](#), section 47.1(1), 47.1(3)

[The Education Administration Act](#), section 4(1)(p.1), (p.2), (p.3)

[Workplace Hazardous Materials Information System \(W.H.M.I.S.\)](#)

[Workplace Safety and Health Act](#)

The Division recognizes its responsibility to provide an environment reasonably secure from known hazards and acknowledges that there are many areas of the school operation, from science laboratories and art departments to custodial services and vehicle maintenance, which use a variety of materials that are hazardous.

Hazardous materials include any substance or mixture of substances that poses a fire, explosive, reactive or health hazard as more fully defined by law.

The Division shall ensure that a worker who works with or may be exposed to a hazardous product in the course of their work activities is trained on WHMIS 2015 including:

- The information contained on supplier and workplace labels
- The content and significance of the information on a safety data sheet
- How to access safety data sheets for the products in the workplace

ISD personnel are encouraged to make less dangerous substitutions for hazardous substances to the extent possible and to minimize the quantities of such substances stored on divisional property.

Procedures shall comply with all local, provincial and federal laws and regulations which pertain to the safe and proper storage, transportation and disposal of hazardous materials. Specifically, these procedures will recognize and comply with the provisions of the Workplace Hazardous Materials Information System (WHMIS – see Appendix A)

Asbestos Abatement and Control

Procedures for handling asbestos-containing products must meet with appropriate legislative compliance standards. See the [Guide for Asbestos Management](#) from Safe Work Manitoba for further details.

- An audit of Divisional buildings has been conducted for asbestos-containing materials.
- A log of all asbestos-containing materials is kept on file.
- An annual inspection of all asbestos-containing materials shall be undertaken; the materials checked for damage, the results of the inspection logged, and action taken to prevent contamination of the environment.
- Compliance with appropriate standards is mandatory when handling asbestos-containing materials.

Transportation and Storage of Dangerous Goods

All dangerous goods transported to ISD schools and communities must be carried by certified handlers, and stored in conformance with appropriate legislative standards.

- All Division staff handling, transporting, and storing dangerous goods must be trained and certified for such purposes.
- All vehicles used for transportation of dangerous goods must be clearly marked and have the necessary transportation documentation in them.
- All dangerous goods must be stored and secured in accordance with legislative standards established for that purpose.

Indoor Air Quality and Mould

In an effort to reduce the incidents of mould and ensure indoor air quality in divisional buildings, the Division will:

- ensure that all indoor air quality concerns are dealt with promptly;

- inspect and maintain indoor air systems to ensure compliance with health and safety standards, codes, bylaws and government regulations;
- train maintenance and custodial staff in mould prevention, identification and clean up;
- ensure that water leaks and water-damaged materials are repaired and dried in a prompt manner;
- conduct regular inspections of divisional buildings including portables, focused on mould identification;
- conduct annual indoor air quality testing in all portables;
- promptly remediate all areas where mould growth has been identified; and
- inspect and clean ventilation ductwork and central air handling equipment as required to maintain healthy air quality.

Water Testing

ISD is committed to providing safe drinking water for all students and employees. Based upon the provincial and federal regulations, a comprehensive water sampling plan that includes testing of fountains and faucets (where students/staff access water for drinking and cooking) will be implemented at each school. See [Water Testing](#).

Where levels of contaminants are found to be elevated beyond the national and provincial guideline, immediate corrective actions will be undertaken. ISD will work closely with Manitoba Health and the provincial Office of Drinking Water to ensure our water is safe to consume.

Appendix A

WORKPLACE HAZARDOUS MATERIALS INFORMATION SYSTEM (WHMIS)

What is WHMIS?

WHMIS is a legislated Canada-wide program designed to prevent the possibility of injuries and illness from exposure to hazardous products in the workplace.

Who is responsible for WHMIS in the School?

The Principal is responsible for WHMIS in the school. All persons who handle hazardous chemicals are responsible for WHMIS.

What hazardous products are under the WHMIS program?

Hazardous products include a wide variety of chemicals. Products that are included as being hazardous are compressed gases, flammable and combustible materials, oxidizing material, poisonous and infectious material, corrosive material and dangerously reactive material.

What must be done to comply with WHMIS?

WHMIS has three main functions that MUST be met:

1. All hazardous products must be labeled showing the identity of the product, its health risks and information that a safety data sheet is available.
2. Each product must have a Safety Data Sheet (SDS) explaining what the product is, how to handle it, and what to do in case of an emergency. These sheets are found in the SDS binder in your school or in the online repository, [CanadaSDS](#).
3. To ensure school and office personnel have the required level of understanding of WHMIS, training and/or information videos will be available through the individual designated for WHMIS.