**Exposure Control Plan (ECP)**

**Background**

[Enter school division] is committed to providing a safe and healthy work environment for all. This exposure control plan is for any workers that are required to handle, use or may be exposed to an infectious material or organism at the place of employment. A combination of measures will be used to minimize worker exposure. All employees must follow the procedures outlined in this plan in order to prevent or reduce the risk of exposure.

**Procedures**

**Responsibilities**

Employers:

* Ensuring that the safety equipment such as dust masks, safety glasses/goggles, N95 respirators/elastomeric respirators, gloves, alcohol-based hand rubs, hand washing facilities and other resources required to fully implement and maintain the ECP are supplied and readily available where and when they are required.
* Ensuring supervisors and workers are educated and trained to an acceptable level of competency.
* Ensuring that a copy of the exposure control plan (ECP) is available to all workers.
* Ensuring that workers are fitted and using the proper personal protective equipment including gloves, masks, and N95 respirators.
* Conducting a periodic review with the involvement of the Occupation Health Committee (OHC) to measure the effectiveness of the ECP. This will include a review of the available control technologies to ensure these are selected and used when practical.
* Maintaining records of training, inspections and incident investigations.

Supervisor:

* Providing adequate instruction to workers around the precautions specified in the ECP.
* Ensuring that workers receive up-to-date training.
* Directing work in a manner that ensures risk to workers is minimized and adequately controlled.
* Ensuring that workers are using the proper personal protective equipment (as required).

Workers:

* Knowing how and when to report exposure incidents.
* Knowing the hazards of the workplace.
* Following established safe work procedures and policies as directed by their employer or supervisor.
* Reporting any unsafe conditions or acts to their supervisor.
* Using the appropriate personal protective equipment in an effective and safe manner.

Volunteers:

* Act safely.
* Follow all safety practices and procedures of the employer.

**Personal Protective Equipment**

**Gloves**

Types:

* Single use disposable-latex, nitrile.
* Reusable chemical resistant.
* Leather glove/ welding glove.

*Glove use is NOT a substitution for proper hand hygiene*

Gloves shall be used:

* To provide a protective barrier and prevent contamination of hand.
* When there is potential to be exposed to blood, body fluids, secretions, excretions, mucous membranes, and non-intact skin.
* To protect the worker from exposure of a hazardous product.
* Selection of gloves should be based on:
* Proper fit for the worker
* Review of the Safety Data Sheet
* Review of the Job Safety Analysis (JSA)
* The likelihood of exposure to blood or body fluid

**Eye and Face Protection**

**Canadian Standard Association (CSA) approved eye and face protection must be worn whenever there is a danger to the eye or face.**

Types:

* Safety glasses
* Goggles
* Procedure face mask
* Face shield
* Welding goggles

Eye and face protection shall be used:

* When there is potential to be exposed to blood, body fluids, secretions, excretions, mucous membranes.
* To protect the worker from a hazardous product.
* To protect the worker from exposure of dust, grinding, flying particles.
* To protect the worker from harmful radiation (welding).
* Selection of eye and face protection should be based on:
* Proper fit for the worker
* Review of the Safety Data Sheet
* Review of the Job Safety Analysis (JSA)

**Respiratory Protection**

Types:

* N95 disposable respirator
* Elastomeric reusable respirator with exchangeable cartridges

Respiratory protection shall be used:

* Where a worker is likely to be exposed to dust, fumes, gas, mist, aerosol, vapours, or any contaminant that may be present in amounts that are harmful or offensive to the worker.
* Selection of respiratory protection should be based on:
* Proper fit for the worker; fit testing
* Review of the Safety Data Sheet
* Review of the Job Safety Analysis (JSA)
* Review and follow Respiratory Information Sheet

**Risk Assessment**

Exposure means harmful contact with an infectious material or organism from inhalation, ingestion, and skin or mucous membrane contact or percutaneous\*.

**Job Risk Table**

|  |  |  |
| --- | --- | --- |
| **Job** | **Risk** | **Control** |
| Operations  Caretakers  Bus Driver  Mechanics/ Technicians | Asbestos  Hantavirus  Bird & Bat Droppings  Blood and Body Fluids  Sharps (Broken Glass, Needles) | See Asbestos Control Plan  See Hantavirus Safe Work Procedure (SWP)  See Bird/Bat Dropping SWP  See Blood and Body Control Plan in Communicable Disease Handbook  See Broken Glass SWP |
| Teachers  Educational Assistants  Principal/Vice Principal  Administrative  Student Services | Blood and Body Fluids  Hantavirus  Asbestos  Sharps (Broken Glass, Needles) | See Blood and Body Control Plan in Communicable Disease Handbook  See Hantavirus SWP  See Asbestos Awareness Presentation  See Broken Glass SWP |
| IS | Hantavirus  Asbestos  Bird & Bat Droppings | See Hantavirus SWP  See Asbestos Awareness Presentation  See Bird/Bat Dropping SWP |

References:

*The Saskatchewan Employment Act*

*The Occupational Health and Safety Regulations (2020)*

*The Education Act*

*The Public Health Act*

\* effected, occurring, or performed through the skin - Merriam Webster Dictionary