YORK UNIVERSITY

INDUSTRIAL HYGIENE SURVEY

PROGRAM

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Reviewed and Edited by: JHSCs for YUSA/APUY, CUPE 3903, CUPE 1356 and 1356-1
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# York University Industrial Hygiene Survey Program

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1) **Objectives**

To ensure that all potential occupational and environmental health hazards at York University are controlled and maintained at levels below those established by existing occupational and environmental health and safety regulations and guidelines.

2) **Program Review**

The York University Industrial Hygiene Survey Program shall be reviewed once every two years in consultation with the Joint Health and Safety Committees.

3) **Roles and Responsibilities**

A) **JOINT HEALTH AND SAFETY COMMITTEES**

The Joint Health and Safety Committees (JHSC) are responsible for:

a) Investigating and identifying potential occupational and environmental health hazards and recommending procedures to eliminate risk.

b) Consulting in the development and review of the York University Industrial Hygiene Survey Program.

c) Consulting in and having a designated representative present at the beginning of industrial hygiene testing, as performed by the Occupational Hygienist.

d) Fulfilling any remaining functions or requirements of a JHSC, as defined by Section 9 (18) of the *Occupational Health and Safety Act*.

B) **DEPARTMENT OF OCCUPATIONAL HEALTH AND SAFETY**

The Department of Occupational Health and Safety (DOHS) is responsible for:

a) Developing, reviewing and revising the Industrial Hygiene Survey Program at York University in consultation with the Joint Health and Safety Committees. The review should occur once every two years.

b) Providing industrial hygiene monitoring by an Occupational Hygienist in accordance with the Industrial Hygiene Survey schedule.
c) Ensuring that the appropriate JHSC worker member has been informed of scheduled (i.e., non-emergency) testing so that he or she can be present, as per the *Occupational Health and Safety Act*, Section 9(18)(e). Any concerns expressed by this representative should be documented by DOHS.

d) Ensuring that records of the Industrial Hygiene Survey test results are maintained and that copies are provided to the appropriate JHSC with the necessary recommendations, if any.

4) **Monitoring Schedule**

Several potential occupational and environmental health hazards have been identified as part of workplace hazard analysis at York University. Programs involving worker training, hazard control and management have been created to address these potential hazards. The following is the proposed industrial hygiene survey schedule:

<table>
<thead>
<tr>
<th>Potential Hazard</th>
<th>Application</th>
<th>Monitoring Frequency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Asbestos</td>
<td>Building repair operations and renovations</td>
<td>As required by work being performed or as a result of the unexpected discovery or disturbance of friable asbestos containing materials or in accordance with the requirements set out in the York University Asbestos Management Program</td>
</tr>
<tr>
<td>Indoor Air Quality</td>
<td>In office areas as well as industrial settings (e.g. machine shops, mechanical areas, garages, etc.)</td>
<td>In accordance with the requirements set out in the York University Indoor Air Quality Program</td>
</tr>
<tr>
<td>Mould</td>
<td>Buildings or areas with water damage</td>
<td>As required in the case of concerns and in accordance with the requirements of the York University Mould Control Program</td>
</tr>
<tr>
<td>Potential Hazard</td>
<td>Application</td>
<td>Monitoring Frequency</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>---------------------------------------------------------------</td>
<td>---------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Physical Hazards (i.e., Noise, Ergonomics, Indoor Lighting, Radiation, Lasers, Thermal Stress)</td>
<td>Noise: Industrial settings (e.g. power generating facilities, machine shops, mechanical rooms, garages, etc.)</td>
<td>Annually, as mandated in the York University Hearing Conservation Program and upon request</td>
</tr>
<tr>
<td></td>
<td>Ergonomics: Job-specific throughout campus</td>
<td>As required in the case of ergonomic problems, in accordance with the Musculoskeletal Discomfort Assessment Procedure</td>
</tr>
<tr>
<td></td>
<td>Indoor lighting: Indoor workplaces</td>
<td>As required in the case of specific lighting concerns or indoor air quality concerns</td>
</tr>
<tr>
<td></td>
<td>Lasers/Radiation: Science research laboratories</td>
<td>At least annually, as mandated in the York University Laser Safety Program and the York University Radiation Safety Program</td>
</tr>
<tr>
<td></td>
<td>Thermal Stress: Job-specific throughout campus</td>
<td>As required in the case of thermal stress (i.e., heat or cold) problems and in accordance with the requirements set out in the York University Indoor Air Quality Program</td>
</tr>
<tr>
<td>Toxic Gases (Including Odours)</td>
<td>Confined spaces and leaks or spills</td>
<td>As required in the case of leaks or spills and in accordance with the requirements of the York University Confined Space Program</td>
</tr>
</tbody>
</table>

### 5) Reporting Procedure

Upon discovery of an industrial hygiene concern, the procedure below should be followed:

a) Discovery or report of an industrial hygiene concern by the employee.

b) The employee should contact his or her supervisor to begin an investigation, as per York University’s Hazard Reporting System. Please refer to the following URL for this procedure: [http://www.yorku.ca/dohs/doc/Procedures/hazardreport.pdf](http://www.yorku.ca/dohs/doc/Procedures/hazardreport.pdf)

c) If deemed an industrial hygiene problem, the supervisor should contact DOHS to begin an industrial hygiene investigation.
d) Where industrial hygiene testing is required, DOHS performs the appropriate testing in cooperation with the employee, supervisor and appropriate JHSC member(s).

e) DOHS reports all findings and makes recommendations, as needed, to the reporting supervisor and appropriate JHSC member(s).

f) The reporting supervisor advises the original reporting employee of DOHS’ findings and makes available to the employee, upon request, a copy of the report, as per the *Occupational Health and Safety Act*.

6) Standards and Guidelines

The results of the Industrial Hygiene Survey, as performed by DOHS, will be compared to existing occupational and environmental health and safety regulations and guidelines. These may include:

- Ontario Ministry of Labour. *Regulation respecting control of exposure to biological or chemical agents* – made under the Occupational Health and Safety Act (Reg. 833/90, as amended by O. Reg. 513/92, O. Reg. 597/94 and O. Reg. 388/00).


- American Conference of Governmental Industrial Hygienists (ACGIH). *Threshold Limit Values for Chemical Substances and Physical Agents and Biological Exposure Indices*.


