

1.0 INTRODUCTION

Workplace Hazardous Materials Information System (WHMIS) is a system for providing health and safety information on the safe use of hazardous products in Canadian workplaces.

2.0 SCOPE

All employees and contractors that may use, handle, dispose, transfer, ship, be exposed to, or work in proximity to controlled and/or potentially hazardous materials in locations of employment where hazardous products are made or used must be trained in the hazards of those hazardous products and know how to work with them safely.

3.0 REFERENCES

New Brunswick Regulation 2016-6	Workplace Hazardous Materials Information System Regulation - Occupational Health and Safety Act
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4.0 TERMS AND DEFINITIONS

Global Harmonized System (GHS)	Worldwide alignment and synchronized implementation of common classification and labelling requirements for workplace hazardous products.
Safety Data Sheets (SDS)	Summary documents that provide information about the hazards of a product and advice about safety precautions. SDSs are usually written by the manufacturer or supplier of the product.
Pictogram	The GHS symbol on the label and SDS
Supervisor	A person authorized by an employer to supervise or direct the work of employees or contractors regardless of title, this could be a lead, senior, foreman, etc.

5.0 ROLES AND RESPONSIBILITIES

5.1 Employer

- Shall ensure the sites/divisions maintain a WHMIS program as outlined in this standard which aligns with the WHMIS 2015 legislation. Provide and maintain an NB Power database to store and retrieve electronic WHMIS information for all divisions. (Browser)

5.2 Supervisors

- Ensure all employees are competent in the safe use of hazardous products they are working with in the workplace.
 - Ensure when working with a hazardous product the SDS sheets are reviewed, understood, and hazards and controls are documented on the tailboard.
 - Ensure hazardous products are properly labelled.
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- Ensure appropriate control measures are in place to protect the health and safety of workers.
- Ensure new or updated SDSs are sent to SDS Coordinator to upload on the WHMIS Browser.

5.3 Stores

- Ensure SDSs are sent to SDS Coordinator to upload on the WHMIS Browser.
- Ensure hazardous products are properly labelled.

5.4 Employees

- Shall follow their training and the requirements of the SDSs when working with or in proximity to hazardous products.
- Participate in WHMIS and hazardous products safety training programs
- Participate in identifying and controlling hazards (job hazard analysis, work methods, etc. and tailboards as a minimum).
- Shall stop work if unsure of any information regarding hazardous products and request additional support.

5.5 Contract Administrators (anyone bringing in a contractor)

- Shall ensure their contractors are competent to work with or near hazardous products for their work scope and location.
- Shall ensure contractors provide all SDSs for the hazardous products they are bringing to site and ensure all others working near them are given the appropriate hazardous products safety information.
- All temporary hazardous substances brought in by Contractors must have SDS's available at the work site.
- Permanent hazardous substance must have SDS sheets sent to the SDS Coordinator to update the WHMIS browser.

6.0 STANDARD

WHMIS PROGRAM

In 2015, WHMIS was aligned with the worldwide hazard communication system known as GHS – the Globally Harmonized System of Classification and Labelling of Hazardous products.

WHMIS is consistent with the worker's "right to know" what the hazards are and what needs to be done to control them in the workplace. It provides all workers with the understanding they need to work safely with hazardous products. The main components of WHMIS are hazard identification and product classification, labelling, safety data sheets, employee education, instruction, and training.

Each site/division that uses hazardous products must maintain a WHMIS program as outlined in this standard which aligns with the WHMIS 2015 legislation. The following sections are required

6.1 Employee Education, Instruction & Training

An employer shall ensure that an employee who works with a hazardous product or who may be exposed to a hazardous product in the course of his or her work activities receives education, instruction and training in:

- The specific hazardous products they are involved with and their properties and hazards.
- How to retrieve the hazardous products Safety Data Sheets (SDSs) the purpose and significance of the information contained on them.
- Accessing SDSs on the WHMIS Browser or SDS binders if applicable.
- Specific information for the safe use, storage, handling and disposal of a hazardous product and the first aid measures in case of exposure.
- How to create workplace label and the purpose and significance of the information contained on the labels,
- Procedures to be followed where fugitive emissions are present and where employees may be exposed to the fugitive emissions.

6.2 WHMIS Program Evaluation

The WHMIS Program must be evaluated to ensure:

- Trained employees can apply the information as needed to protect their health and safety. Documented evaluation is required by written test, practical demonstration or other suitable means, and consultation with JHSC, Safety Representative, etc.
- The program is reviewed at least annually, in consultation with the JHSC.

6.3 Safety Data Sheets

All hazardous products purchased by NB Power may only be obtained upon receipt of a current GHS Safety Data Sheet. The product supplier or manufacturer shall provide the SDS.

The SDS must be available on the electronic WHMIS Browser at work locations with NB Power network access and by hard copy at designated locations in the worksite.

Note: Work locations may eliminate hard copies of the SDSs if the following conditions are met:

- *There is reliable access to the WHMIS browser whenever workers are present.*
 - *The removal of the SDS hard copies must be approved by the site JHSC or Safety Representative.*
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The SDS must be updated when there is new information that changes how the hazardous product is classified, when there are changes to the way you will handle, store, or protect yourself from the hazards of the product.

The SDS is required to be updated within 90 days of the supplier being aware of the new information. If the product is purchased within this 90 day time period, the supplier must inform in writing any significant new data and the date on which it became available.

Note: The requirement for suppliers to update a safety data sheet every three years, as was the case under WHMIS 1988, no longer applies.

Where they are present, SDS binders shall be maintained in good condition and be updated promptly when new SDSs are available. SDSs shall be maintained in alphabetical order or other organized fashion that allows the easy location and retrieval of SDSs by all users.

Any department receiving a new WHMIS product must ensure the SDS is sent to the SDS Coordinator to update the WHMIS Browser.

Note: A NB Power manufactured hazardous product or waste may require NB Power to create a SDS and/or label. Contact Total Health and Safety for additional support.

6.4 Supplier's Labels

All hazardous products received by NB Power must be clearly labelled and bilingual (combined or separate). Labels shall not be removed or modified from a container unless the container is emptied and properly cleaned or updated as per the supplier. See Appendix B for a sample label and pictograms.

If a label applied to a hazardous product becomes illegible or is accidentally removed, it shall be replaced with either a supplier label or a workplace label.

6.5 Workplace Labels for Decanted Hazardous products

If a hazardous product is in a container that is not the original supplier container, the container must be labelled with a workplace label. The exception is;

- when the container is under control of and is used exclusively by the employee who filled the portable container,
- is used only during the shift in which portable container is filled and is clearly identified, or
- all of the hazardous product in the portable container is required for immediate use.

A workplace label must have the following information:

- Product identifier (hazardous products name).
 - Precautionary statements (see Appendix B).
 - A reference to the SDS.
 - Hazard pictograms (optional).
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Workplace labels are stock coded in Central Stores.

00071037	LABEL WHMIS 2"X3-1/2" WORKPLACE PRODUCT IDENTIFIER
00071038	LABEL WHMIS 4-1/2"X5-1/2" WORKPLACE PRODUCT IDENTIFIER
00071039	LABEL WHMIS 8-1/2"X5-1/2" WORKPLACE PRODUCT IDENTIFIER
00071040	LABEL WHMIS 8-1/2"X11" WORKPLACE PRODUCT IDENTIFIER

6.6 Identification of Hazardous products in Piping and Vessels

All piping and vessels containing a hazardous product must be labelled. The use of color coding, labels, placards or any other mode of identification can be used. See Appendix C for suggestions.

Note: This standard does not cover off exemptions under the Hazardous Products Regulations. Please contact Total Health and Safety if support is needed in this area.

7.0 TRAINING

- Generic WHMIS training – Every 5 years
- Hazardous products specific training – 5 year and when changes occur or new hazardous products are used
- WHMIS annual review

Note: Training records are maintained in the NB Power Learning Management System (LMS)

8.0 APPENDIX

Appendix A - Sample Label and Pictograms

Appendix B - Options for Labelling Piping & Vessels



Director of Total Health & Safety

Health & Safety Standards



Document
Number:
HSEE-03-38

Date Effective:
2022/01/30

Revision No:
3

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Title:
Workplace Hazardous Material Information System (WHMIS)

DIVISIONAL SPONSORS

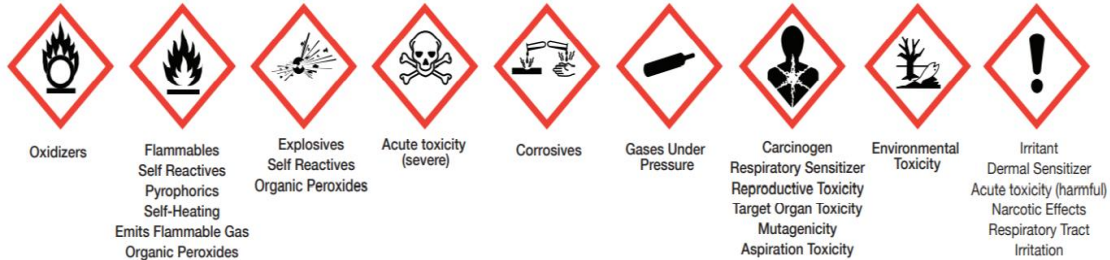
Name	Title	Division	Signature	Date
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Chris Wilson	Exec Dir Generation Ops	Generation		
Phil Landry	Exec Dir Engineering & PMO	PMO & Engineering		
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DOCUMENT APPROVAL/REVISION RECORD

Revision #	Date yyyy/mm/dd	Revision Summary	Author	Reviewed By	Approved By
		Existing			
3	2022/01/30	Complete rewrite	H. Georgiadis	Total Health and Safety	Robin Condon

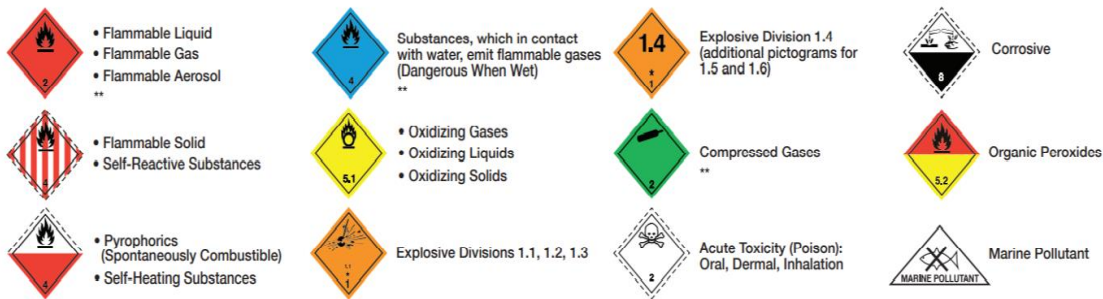
Appendix A - Sample Labels and Pictograms

GHS Pictograms and Hazard Classes



Transport Pictograms

* For the class on explosives, ** is to be replaced by the indication of the compatibility group or to be left blank if explosive is the subsidiary risk.
** symbol, number and border line may be either black or white



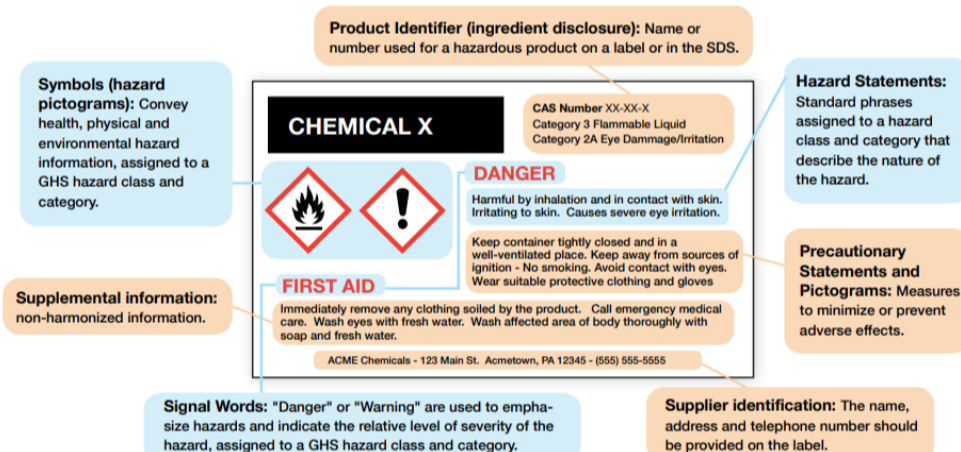
GHS LABELING GUIDE

United Nations Globally Harmonized System of Classification and Labeling of Chemicals (GHS)

GHS LABEL ELEMENTS

GHS STANDARDIZED LABEL ELEMENTS

OTHER GHS LABEL ELEMENTS



Supplier Label

The Basic Parts of A GHS-Compliant Label

1 → **n-Propyl Alcohol**
UN No. 1274
CAS No. 71-23-8

2 → **DANGER**

3 → Highly flammable liquid and vapor. Causes serious eye damage.
May cause drowsiness and dizziness.

4 → Keep away from heat/sparks/open flames/hot surfaces. No smoking. Avoid breathing fumes/mist/vapours/spray. Wear protective gloves/protective clothing/eye protection/face protection. IF IN EYES: Rinse cautiously with water for several minutes. Remove contact lenses if present. Continue rinsing.

Fill Weight: 18.65 lbs. Lot Number: B56754434
Gross Weight: 20 lbs. Fill Date: 6/21/2013
Expiration Date: 6/21/2020

See SDS for further information.

5 → Acme Chemical Company • 711 Roadrunner St. • Chicago, IL 60601 USA • www.acmechem.com • 123-444-5567



6 →

1. **Product Identifier** - Should match the product identifier on the Safety Data Sheet.
2. **Signal Word** - Either use "Danger" (severe) or "Warning" (less severe)
3. **Hazard Statements** - A phrase assigned to a hazard class that describes the nature of the product's hazards
4. **Precautionary Statements** - Describes recommended measures to minimize or prevent adverse effects resulting from exposure.
5. **Supplier Identification** - The name, address and telephone number of the manufacturer or supplier.
6. **Pictograms** - Graphical symbols intended to convey specific hazard information visually.

Workplace Label

PRODUCT IDENTIFIER / IDENTIFICATEUR DU PRODUIT

WHMIS HAZARD SYMBOLS / SYMBOLES DE DANGER SIMDUT

				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

OTHER PRECAUTIONS / AUTRE PRECAUTIONS

REFER TO THE MATERIAL SAFETY DATA SHEET FOR ADDITIONAL
INFORMATION / POUR INFORMATIONS SUPPLÉMENTAIRES,
VEUILLEZ VOUS RÉFÉRER À LA FICHE SIGNALÉTIQUE.

GA International Inc. Tel: 1-800-518-0364 www.Labtag.ca Item # L-010

Appendix C Options for Labelling Piping & Vessels

Sample (Hercules)
