

## Turner Valley Golf Club

### **Workplace Hazardous Materials Information System (WHMIS) OR Globally Harmonized System (GHS)**

#### **Intent**

Turner Valley Golf Club values the safety and well-being of our employees, and will work with them to provide every reasonable safety measure possible. In pursuit of our high-safety standards, and in compliance with Federal and Provincial compliance regulations, Turner Valley Golf Club will provide WHMIS (Workplace Hazardous Materials Information System) training for employees.

#### **Definition**

##### **Controlled products**

WHMIS is the system in Canada used for classifying and labelling hazardous workplace chemicals ("controlled products"). This system is being updated to align with the Globally Harmonized System for classifying and labelling chemicals (GHS). Countries around the world are adopting a consistent system to enable a single international system for chemical classification and labelling. Both the European Union and the United States are well on their way to implementing changes consistent with GHS and Canada is doing the same. Once updated, the system will continue to be called WHMIS 2015 in Canada.

##### **Supplier**

A person or TVGC that manufactures, processes or packages a controlled product or that sells or imports a controlled product.

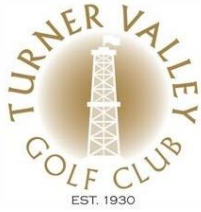
##### **Source**

The Workplace Health and Safety Bulletin, WHMIS – Information for Employers by the Government of Alberta Employment and Immigration.  
<https://work.alberta.ca/documents/OHS-Bulletin-CH009.pdf>

#### **Policy**

WHMIS is a Canada-wide system designed to give employers and workers information about hazardous materials used in the workplace.

In Alberta, WHMIS applies to all workplaces covered by the Occupational Health and Safety Act, and to all federal government workplaces.



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1. Turner Valley Golf Club will meet all provincial legislative standards as outlined in the [Alberta Occupational Health and Safety Code](#) - Part 29 Workplace Hazardous Materials Information System (WHMIS) (Sections 395 to 414) and will ensure that information and training on hazardous materials is provided to all staff.
2. Turner Valley Golf Club will ensure that all containers that hold hazardous materials have appropriate labels and are no more than three years old.
3. Turner Valley Golf Club will ensure that Safety Data Sheets (SDS) are available to provide additional information and detail hazard and precautionary information.
4. Turner Valley Golf Club will ensure that all workplace hazardous materials include Supplier labels, and that suppliers provide the appropriate supplier labels and SDS.
5. Turner Valley Golf Club shall ensure that workers will have full access to supplier labels and SDS information.
6. Under WHMIS, there are 3 (three) ways in which information on hazardous materials is to be provided:
  - a) Labels on the containers of hazardous materials, labels on temporary containers of hazardous materials;
  - b) Safety data sheets (SDS) to supplement the label with detailed hazard and precautionary information about a chemical's classification;
  - c) Worker education programs where workers are provided with 2 different types of information. One is a general overview of WHMIS and the other is a specific hazard information and safe work procedures form for use at their workplaces.

### Controlled Products

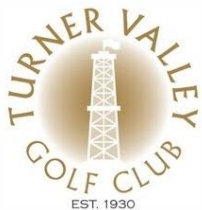
WHMIS 2015 legislation applies to specific chemicals which are labeled controlled products.

In the Global Harmonized System (GHS) there are three major hazard groups:

- 1. Physical Hazards**
- 2. Health Hazards**
- 3. Environmental Hazards**

Within the **Physical Hazard Group** there are classes of chemicals as follows:

Explosives,	Aerosols,
Flammable gases,	Oxidizing gases,



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Gases under pressure,  
Flammable solids,  
Flammable liquids,  
Self-reactive substances and mixtures,  
Pyrophoric solids,  
Pyrophoric liquids,

Self-heating substances and mixtures,  
Substances and mixtures when in contact with water omit flammable gases,  
Oxidizing liquids,  
Oxidizing solids,  
Organic peroxides.

Within the **Health Hazard Group** there are classes of chemicals as follows:

- Acute toxicity,
- Skin corrosion/irritation,
- Serious eye damage/eye irritation,
- Respiratory or skin sensitization,
- Germ cell mutagenicity,
- Carcinogenicity,
- Reproductive toxicity,
- Specific target organ toxicity-single exposure,
- Specific target organ toxicity-repeated exposure,
- Aspiration hazard.

Within the **Environmental Hazard Group** there are two classes:

- Hazardous to the aquatic environment (acute and chronic),
- Hazardous to the ozone layer.

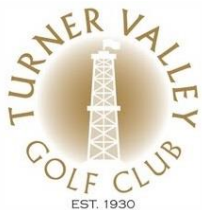
### Supplier Requirements

The supplier of the hazardous material must provide the labels and Safety Data Sheets (SDS) to the employer.

### Employer Requirements

An employer in charge of a worksite where controlled products are used has specific duties to perform including:

1. Ensure that all controlled products are labeled or identified with appropriate WHMIS labels;
2. Ensure that WHMIS SDSs are up-to-date (can be no more than three years old);
3. Ensure WHMIS SDSs are provided for all controlled products at the work site and the SDSs are easily accessible to any employees at the work site;
4. Ensure workers have received the appropriate WHMIS worker education to protect their health and safety;
5. The employer must also ensure that until the supplier container is empty, the supplier label is not deliberately removed, destroyed or changed;



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6. The employer is obligated to consult the joint health and safety committee (if there is one), or a worker health and safety representative, about the content and delivery of the education program.

### Employee Responsibilities

Turner Valley Golf Club employees must participate in WHMIS training and education.

Turner Valley Golf Club employees must cooperate with their employer in order to protect their own personal health and safety as well as the health and safety of all others at the work site.

Turner Valley Golf Club employees must report any violation of the Act or regulations to their immediate supervisor, manager, Human Resources or safety representative.

Turner Valley Golf Club employees shall inform their immediate supervisor, manager, Human Resources or safety representative in the event that they do not have the proper information on a controlled product, e.g. the SDS is missing, damaged or illegible.

### Labels

There are two types of WHMIS labels, Supplier Labels and Work-site labels. Supplier labels must appear on the original container holding the chemical and include products sold by Canadian companies and controlled products imported into Canada for use at work locations.

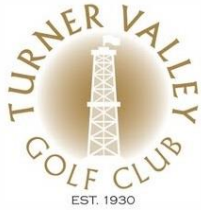
Work-site labels are used for containers into which the controlled product was transferred; containers of controlled products that are produced at the work-site for the work-site; and supplier containers where the label was damaged and cannot be replaced by a new supplier label.

The basic supplier label contains information on six required pieces of information:

1. Product Identifier;
2. Supplier Identifier;
3. Pictogram;
4. Hazard Statement;
5. Signal Word; and
6. Precautionary Statements.

A work-site label has three required components:

1. Product Identifier;
2. Information for Safe Use of the Product; and
3. Reference to the SDS.



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### Training and Education

Turner Valley Golf Club shall provide appropriate WHMIS training and education for all staff members who are exposed or likely to be exposed to hazardous materials in the performance of their regular job duties.

Turner Valley Golf Club employees will be compensated for time spent at training sessions, considered to be normal work time, and employees will be paid at the regular rate.

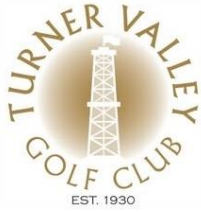
Turner Valley Golf Club will respect the right of workers by consulting them regarding the development and implementation of the instruction and training, and will open the discussion process to suggestions in a consultation period. Workers will be provided with an opportunity to comment on the content of the program, the amount of training, who is to receive what training, who delivers the training and so on.

The worker education program must cover the following 6 areas:

1. Labels—the information required, the purpose of the information and the significance of the information;
2. Modes of identification when used at the workplace instead of labels;
3. SDSs—the information required, the purpose of the information and the significance of the information;
4. Procedures for the safe use, storage (including temporary use containers), handling and disposal of a controlled product, including a controlled product in a piping system or vessel;
5. Procedures to be followed where fugitive emissions are present; and
6. Procedures to be followed in case of an emergency involving a controlled product.

Generic Instructions will be provided for:

- Content required on supplier labels, workplace labels and material safety data sheets;
- How WHMIS works;
- Hazards of a group of products which have similar properties and for which it is acceptable to use a generic material safety data sheet, provided there is instruction in hazards peculiar to any one product in the group;
- Work procedures for a group of products if the procedures are basically the same for all the products in the group;



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- Work procedures that apply to a variety of worksites if the work procedures are basically the same at each site;
- Preliminary stages of instruction in a multi-stage instruction program.

Educational Standard:

The education is considered sufficient when workers can answer the following four questions:

1. What are the hazards of the controlled products?
2. How are you protected from these hazards?
3. What do you do in case of emergency?
4. Where can you get additional hazard information?

Follow-Up Education

Turner Valley Golf Club will review the education program at least once a year or more often in the event that:

- Conditions at the workplace change; or
- New information on a controlled product becomes available.

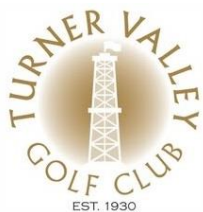
The review must take place in consultation with the joint health and safety committee, if any, or the worker health and safety representative, if any. In the event of any changes, staff will be trained and educated regarding the change(s).

### Employee Rights

WHMIS gives workers the right to know about the hazardous materials they are exposed to on the job. This includes:

- The right to review labels and SDSs, and to receive instruction and training.
- The right to be consulted regarding the development and implementation of the instruction and training. This means that workers have the right to be included in discussions of the content of the program, the amount of training, who is to receive what training, who delivers the training, etc.





## Turner Valley Golf Club

### Exploding Bomb



Explosives  
Self-Reactives  
Organic Peroxides

### Flame Over Circle



Oxidizers

### Gas Cylinder



Gases Under Pressure

### Skull & Crossbones



Acute Toxicity (fatal or toxic)

### Corrosion



Skin Corrosion/Burns  
Eye Damage  
Corrosive to Metals

### Health Hazard



Carcinogen  
Mutagenicity  
Reproductive Toxicity  
Respiratory Sensitizer  
Target Organ Toxicity  
Aspiration Toxicity

### Exclamation Mark



Irritant (skin and eye)  
Skin Sensitizer  
Acute Toxicity  
Narcotic Effects  
Respiratory Tract Irritant

### Flame



Flammables  
Pyrophorics  
Self-Heating  
Emits Flammable Gas  
Self-Reactives  
Organic Peroxides