

PREVENTION MEASURES

To help you choose the means to put in place to eliminate or reduce the risks you have identified in your workplace, examples of prevention measures are presented in the following table. They are presented in order to prioritize the elimination of risk, and subsequently to promote the implementation of the most effective means.

Remember that it is often necessary to combine several means of prevention to ensure the protection of workers and that the means of prevention must be adapted to your needs and your workplace.

This is a general, non-exhaustive list that does not address complex issues requiring further analysis, such as machine safety, confined spaces and magnetic physical hazards.

CHEMICAL RISKS

- Use a less reactive and less toxic alternative.
- Ensure adequate ventilation.
- Post procedures to follow (e.g., start ventilation before starting work).
- Use Material Safety Data Sheets or Material Safety Data Sheets and labels.
- Use safe work practices (like wearing protection gloves).
- Train workers on safe work practices, health hazards, correct use of chemical and cleaning products.
- Ensure equipment and containers are in good condition to prevent leaks, spills and emissions.
- Plan for emergencies, including the installation of emergency equipment (eyewash stations, safety showers and fire extinguishers), an evacuation plan and the presence of first aiders.
- Other

BIOLOGICAL RISKS

- Use safe ventilation, air conditioning and heating equipment.
- Develop and implement a procedure for the periodic examination and cleaning of the ventilation, air conditioning and heating equipment.
- Provide sufficient general or local ventilation, measuring the needs.
- Ensure equipment and containers are in good condition to prevent leaks, spills and emissions.
- Maintain the premises to avoid the accumulation of contaminants on surfaces and in the ventilation system.
- Decontaminate surfaces (mildew for example).
- Other

PHYSICAL RISKS

Electrical

- Isolate accessible live parts.
- Use compliant electrical equipment installed according to standards.
- Use safe extension cords.
- Do not plug too many things into a single power outlet.
- Train workers on the electrical safety program and safe work practices.
- Other



Thermal

- Develop and implement a procedure for working in cold and warm temperatures.
- Eliminate exposure to radiant heat emitted by hot surfaces (e.g. screen, oven).
- Cover metal handles and bars with thermal insulation.
- Train workers on safe work practices, rules to follow and health and safety risks.
- Reduce the time of exposure to cold or heat.
- Organize work according to climatic and atmospheric conditions.
- Ensure access to drinking water.
- Set up heated or air-conditioned rest areas.
- Wear appropriate clothing according to the work to be done.
- Other

Noise

- Develop and implement a procedure for working in a noisy environment.
- Train workers on safe work practices, rules to follow and health and safety risks.
- Other

ERGONOMIC RISKS

- Perform ergonomic analyses of workstations.
- Use ergonomic workstations and equipment.
- Arrange and adjust workstations, including the ones for telework.
- Use ergonomic accessories.
- Display the procedures to be followed (ex. Office ergonomics safety sheet).
- Train workers on safe work practices, rules to follow and health and safety risks.
- Establish a program for the purchase of ergonomic equipment.
- Other

PSYCHOLOGICAL RISKS

- Practice a zero tolerance policy for violence and harassment against workers.
- Establish fair and equitable management practices.
- Develop and implement a workplace harassment and violence policy.
- Manage conflicts as soon as they develop.
- Define the roles and responsibilities of each employee.
- Develop and distribute a comprehensive organizational chart.
- Plan and organize work effectively.
- Organize group meetings on a regular basis.
- Create and frequently use a social media private network.
- Train employees on specific task, program delivery, leadership, conflict management, software, etc.
- Offer an Employee Assistance Program (EAP).
- Other



SAFETY HAZARDS (EQUIPEMENT, TOOLS, DRIVING, FALLS, CLOSED SPACE, VIOLENCE)

Equipment, Falls (workers and objects)

- Provide adequate and safe equipment (ladders, bookshelves, tables, chairs).
- Use carts to move heavy materials and equipment.
- Train workers on safe work practices, rules to follow and health and safety risks.
- Other

Driving

- Develop and provide a policy and a procedure, along with a safety sheet.
- Train workers on safe work practices, rules to follow and health and safety risks.
- Other

Physical violence

- Develop and provide a domestic violence, office violence, sexual violence and stalking policy.
- Train workers on safe work practices, rules to follow and health and safety risks.
- Other

