

Rideau Valley Conservation Authority (RVCA)

Health and Safety Policy Manual

Quiz

NAME:

DATE:

Please review and refer to the Rideau Valley Conservation Authority (RVCA) Health and Safety Policy Manual to help answer the following questions:

1. What statement best represents RVCA's General Policy with respect to Occupational Health and Safety?

- a. The prevention of accidents, injury and occupational illness is an integral part of every job activity associated with the RVCA.
- b. Each employee will be required to take the time and make the necessary effort to employ the appropriate health and safety procedures in the manual.
- c. It is the responsibility of all staff to work safely and report all unsafe, unhealthy conditions.
- d. Personal protective equipment and apparel will be made available, where appropriate or required.
- e. All staff shall comply with applicable health and safety legislation under the Occupational Health and Safety Act.
- f. All of the above.

2. What is the role of the Authority Safety Committee (Joint Health and Safety Committee – JHSC) and some of its duties?

- a. The employer is responsible for ensuring that a Joint Health and Safety Committee is established and maintained.
- b. The Joint Health and Safety Committee is responsible for ensuring the proper application of this policy.
- c. Workplace inspections will be conducted monthly by trained, appointed members and all substandard acts and working conditions will be documented.
- d. Encourage fellow employees to work safely and to report hazardous or unsafe conditions
- e. All of the above.

3. SAFETY TRAINING AND EDUCATION - True or False. Supervisors will identify known site-specific hazards and recommend appropriate training where necessary.

True

False

4. **INJURY/OCCUPATIONAL ILLNESS/INCIDENT (NEAR-MISS) REPORTING & RECORDING** – which is a false statement?

- a. First aid will be immediately rendered in accordance with Form 82 In Case Of Injury at Work.
- b. Not all accident or injury or incident involving an employee, regardless of the severity, shall be reported to his/her supervisor.
- c. The employer shall keep a record of all circumstances respecting an injury/occupational illness/incident(near-miss) as described by the injured employee

5. **VEHICLE, EQUIPMENT AND MACHINERY** – which statement is not true?

- a. The safe operation of a motor vehicle is the responsibility of the driver.
- b. A circle check is not required before operation a vehicle
- c. All workers with long hair, loose clothing or jewelry to ensure it is suitably confined or removed to prevent entanglement with any rotating shaft, spindle, gear, belt, or other source of entanglement.
- d. The use of power-operated equipment requires considerable expertise and awareness on the part of the operator.

6. **HAZARDOUS MATERIALS** – which is the best answer

- a. All employees must have WHMIS training before being permitted to handle any hazardous material.
- b. All containers shall be clearly labelled so that they can be identified as to contents and potential hazards.
- c. No proper personal protective equipment and other safety devices as required shall be used.
- d. All materials shall be stored in safe, well ventilated areas, and properly posted as to the contents.
- e. Proper handling procedures shall be employed.
- f. Employees who work with hazardous substances shall be required to participate in medical surveillance programs where such programs have been deemed necessary.
- g. a,b,d,e and f
- h. All the above

7. **WATER SAFETY** - A significant part of the Authority's program is directly related to activities on, in or near water. It is of the utmost importance that Authority employees exercise due caution and accept as a minimum standard, the appropriate Federal, Provincial and Municipal Legislation. Authority operations on inland waters shall be undertaken in compliance with the Occupational Health and Safety Act. What statement is false?

- a. All persons engaged in boating activities shall be familiar with and observe the guidelines contained in the Canadian Coast Guard "Safe Boating Guide".
- b. Appropriate safety equipment shall be provided by the Authority via the supervisor, used and maintained during activities in or adjacent to water. Some of these activities may include, stream gauging, water and snow sampling.
- c. All boat operators will be required to obtain a Canadian Coast Accredited boating safety certificate.
- d. Any boat is suitable for any task as long as the proper safety and protective equipment are used.
- e. Boat operators shall obtain weather briefings from Environment Canada prior to embarking.
- f. Prior to setting out, an itinerary shall be left with a responsible person, any changes shall be reported at the earliest opportunity.

8. **WORK REFUSAL POLICY** – No employee has the right to refuse to work based on the belief that the work he or she is doing may endanger himself/herself, another employee, or that the equipment is not safe to use.

- True False

9. **SAFETY OF PERSONNEL IN THE FIELD POLICY– True or False?**

RESPONSIBILITIES OF THE STAFF IN THE FIELD

- Employees going to work locations must notify their supervisor or a designated contact person, where they are going, what route they plan to take and how long they expect to be gone.

- True False

- When the employee is working in the field, they must phone the office or designated contact person at pre-established times, i.e. noon and 4:30 p.m.

- True False

- When an employee is not returning to the office at the end of the day they must phone to inform the office or designated contact person by 4:30 p.m. of that day.

- True False