


<b>POLICY:</b> SELF CONTAINED BREATHING APPARATUS (SCBA) USE		<b>NUMBER:</b> S-45	
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<b>PREPARED BY:</b>  Facilities Management (FM)	<b>AUTHORIZED BY</b>  Lynn Logan	<b>CLASSIFICATION:</b>  Safety Policy	<b>EFFECTIVE:</b> July 1, 2015
			<b>SUPERSEDES:</b> NEW
<b><u>PURPOSE:</u></b>			
<p>This policy shall guide and govern the use and care of SCBAs by Facilities Management staff who are required to use and be qualified and competent in their use. There are two existing situations of use within FM responsibilities.</p> <ul style="list-style-type: none"> <li>• FM staff supporting Emergency Response teams during Emergencies where qualified and competent staff may be required to mitigate conditions contributing to the Emergency situation by entering spaces where hazardous conditions exist or may exist.</li> <li>• FM staff using SCBAs for short term maintenance procedures in spaces where hazardous conditions exist or may exist so as to not require the shutdown of equipment which would negatively impact customer service.</li> </ul>			
<b><u>RESPONSIBILITIES:</u></b>			
<ul style="list-style-type: none"> <li>• Compliance with this policy is the responsibility of all people who are qualified and competent in the use of and may be required to use SCBAs in the carrying out of their duties within FM.</li> <li>• Training of a scope specified by the employer must be provided for and attended to at a frequency of every six months for each staff member who is required to use SCBAs as part of their duties within FM.</li> <li>• All staff who may be required to use SCBAs as a part of their duties within FM shall practice and maintain their skills for use of SCBAs on a regular basis to be ready at all times for possible use of SCBAs.</li> <li>• FM staff must never enter a hazardous, or suspected hazardous space using an SCBA unless he/she is supported by at least one other person who is competent and qualified in the use of SCBAs.</li> <li>• The employer will provide each qualified and competent staff member who may be required to use SCBAs as part of their duties with a proper fitting mask complete with appropriate cleaning materials. Each staff member will keep this mask readily available and in good working order.</li> <li>• Staff members who are required to stay ready for SCBA use and have facial hair must have shaving materials readily available and remove the facial hair to an adequate level to establish an air tight fit with the mask when called upon to use an SCBA as part of their duties within FM.</li> </ul>			

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<b><u>MAINTENANCE:</u></b>  SCBAs are to be made conveniently available and regularly maintained at frequencies and scope that meet standards of manufacturers specifications and governing body regulations at all times. Frequencies are as specified below. Records of these maintenance activities are to be kept and made conveniently available at all times.  <ul style="list-style-type: none"><li>• before and after each use as specified;</li><li>• monthly inspections as specified;</li><li>• semi-annual air exchanges as specified;</li><li>• annual detailed inspections and repairs as specified;</li><li>• SCBAs are to be made conveniently available and regularly maintained to manufacturers specifications and governing body regulations at all times.</li></ul>	