

PROCEDURE: POWER PLANT ACCESS AND PPE REQUIREMENTS			NUMBER: WP-84
PREPARED BY: Facilities Management (FM)	AUTHORIZED BY:  Andrew Konowalchuk	CLASSIFICATION: Work Procedure	EFFECTIVE: October 1, 2026 SUPERSEDES: NEW

PURPOSE:

The purpose of this policy is to establish mandatory access requirements for areas within the Western University Power Plant to protect employees, contractors, visitors, and all other personnel from workplace hazards.

This policy applies to all Western University employees, students, contractors, vendors, consultants, inspectors, and visitors entering the Power Plant.

ACCESS AND ENTRY PROCEDURE:

As identified by posted signage on exterior doors, all visitors must report to Door #4, located on the east side of the Power Plant. Visitors shall use the designated doorbell to request entry.

A Power Plant staff member will:

- Greet the visitor
- Facilitate sign-in procedures
- Escort the visitor to the Plant Operator or appropriate personnel

Visitors must not proceed beyond the visitor sign-in area without authorization and escort.

After-Hours Access:

After-hours visitors must:

- Wait at the designated entrance
- Use the doorbell to contact the sole operator

Under no circumstances shall a visitor leave the reception area until contact has been made with the operator and permission to proceed has been granted.

Personal Protective Equipment (PPE) Requirements:

Approved PPE must be worn as required while in the Power Plant. Requirements are based on signage, hazard assessments, and work activities.

Eye Protection

- CSA-approved safety eyewear must be worn at all times in designated operational, maintenance, or industrial areas
- Exceptions include administrative offices, lunchrooms, meeting rooms, control rooms, and washrooms, unless otherwise posted
- Prescription eyeglasses are **not acceptable** unless they are CSA-approved prescription safety glasses

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Visitors without appropriate eyewear will be provided approved safety glasses. Additional eye and face protection may be required for tasks including, but not limited to: • Grinding • Cutting • Welding • Chemical handling • High-pressure washing • Compressed air work • Work involving molten materials • Arc flash or electrical hazard work Damaged or defective eyewear must not be used and shall be replaced immediately. All safety eyewear must be kept clean and properly stored. Foot Protection • CSA-approved protective footwear is required throughout the facility • Visitors or personnel without appropriate footwear must use approved slip-on protective footwear available at the sign-in area • Exceptions may be granted under specific circumstances (e.g., escorted tours) Hearing Protection • Hearing protection is available at the sign-in area • It must be worn where required by signage, work activities, or hazard assessments Access Control A list of individuals granted card access to the Power Plant shall be reviewed semi-annually by leadership to ensure continued validity and authorization. DEFINITIONS: Authorized Personnel - Individuals who have received approval, orientation, training, or authorization to enter designated Power Plant operational or maintenance areas. Designated Areas - Operational, maintenance, mechanical, utility, construction, or industrial work areas within the Power Plant where hazards may be present and PPE requirements apply. Personal Protective Equipment (PPE) - Equipment or clothing worn to minimize exposure to workplace hazards, including but not limited to safety eyewear, face shields, gloves, hearing protection, protective footwear, and respiratory protection. Protective Footwear - CSA-approved protective footwear designed to protect against workplace hazards including impact, compression, puncture, or slipping hazards Safety Eyewear - CSA-approved safety glasses, goggles, or face shields compliant with applicable standards including CSA Z94.3. Visitor - Any individual who is not regularly assigned to work within the Power Plant, including vendors, consultants, inspectors, students, contractors, and guests.	

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<u>RESOURCES:</u> CSA Z94.3 – Eye and Face Protectors CSA Z195 – Protective Footwear	