

# Emergency Preparedness – Know The Laws of Your Province



Emergency preparedness regulations are essential for safeguarding workers in the event of unexpected incidents in the workplace. These regulations require **employers** to assess potential emergency scenarios, develop and implement emergency response plans, and ensure clear and accessible exit routes. Key safety measures include the provision of emergency lighting, regular evacuation drills, designated rescue personnel, and communication systems for rapid response. Workers **must** receive training on emergency procedures, use of protective equipment, and fire prevention. While general principles apply across Canada, specific regulatory requirements vary by province and territory to reflect local workplace conditions and risks. Adhering to these regulations helps prevent injury, enables effective crisis response, and supports a culture of preparedness and safety.

## FEDERAL

In Canada, **employers must** address emergency preparedness under the [Canada Labour Code](#) Part II, Sections 124, 125(1)(o)(q), 125.2, and [Canada Occupational Health and Safety Regulations](#) Part XVII, Sections 17.4 to 17.9. **Employers** are responsible for developing emergency evacuation plans for buildings with over 50 workers, ensuring procedures are in place for fires, hazardous spills, threats, and power failures. They **must** train employees and emergency wardens, maintain emergency equipment,

and provide safety data to medical professionals when needed.

## **PART II – Occupational Health and Safety**

### **Duties of Employers**

#### **General Duty of Employer**

Every **employer shall** ensure that the health and safety at work of every person employed by the **employer** is protected. **Section 124.**

#### **Specific Duties of Employer**

(1) Without restricting the generality of section 124, every **employer shall**, in respect of every workplace controlled by the **employer** and, in respect of every work activity carried out by an employee in a workplace that is not controlled by the **employer**, to the extent that the **employer** controls the activity,

(o) comply with prescribed standards relating to fire safety and emergency measures;

(q) provide, in the prescribed manner, each employee with the information, instruction, training, and supervision necessary to ensure their health and safety at work; **Section 125 (1).**

#### **Employer to Provide Information in Emergency**

(1) An **employer shall**, in respect of every work place controlled by the **employer** and, in respect of every work activity carried out by an employee in a work place that is not controlled by the **employer**, to the extent that the **employer** controls that activity, provide, in respect of any hazardous product to which an employee may be exposed, as soon as is practicable in the circumstances, any information that is included in the safety data sheet that is in the **employer's** possession for the hazardous product to any physician or other prescribed medical professional who requests that information

for the purpose of making a medical diagnosis of, or rendering medical treatment to, an employee in an emergency.

### **Information to be Kept Confidential**

(2) Any physician or other prescribed medical professional to whom information is provided by an **employer** pursuant to subsection (1) **shall** keep confidential any information specified by the **employer** as being confidential, except for the purpose for which it is provided. **Section 125.2 (1)(2).**

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(2) Any physician or other prescribed medical professional to whom information is provided by an **employer** pursuant to subsection (1) **shall** keep confidential any information specified by the **employer** as being confidential, except for the purpose for which it is provided. **Section 125.2 (2).**

## **PART XVII – Safe Occupancy of the Workplace**

### **Emergency Evacuation Plan**

(1) Where more than 50 employees are working in a building at any time, the **employer** or **employers** of those employees **shall** prepare an emergency evacuation plan for all employees, including those who require special assistance, after consultation with:

(a) the workplace committee or the health and safety representative; and

(b) the **employers** of any persons working in the building to whom the Act does not apply.

(2) An emergency evacuation plan referred to in subsection (1) **shall** contain:

(a) a plan of the building, showing:

(i) the name, if any, and the address of the building,

(ii) the name and address of the owner of the building,

(iii) the names and locations of the tenants of the building,

(iv) the date of preparation of the plan,

(v) the scale of the plan,

(vi) the location of the building in relation to nearby streets and in relation to all buildings and other structures located within 30 m of the building,

(vii) the maximum number of persons normally occupying the building at any time,

(viii) a horizontal projection of the building, showing thereon its principal dimensions, and

(ix) the number of floors above and below ground level;

(b) a plan of each floor of the building, showing:

(i) the name, if any, and the address of the building,

- (ii) the date of preparation of the plan,
  - (iii) the scale of the plan,
  - (iv) a horizontal projection of the floor, showing thereon its principal dimensions,
  - (v) the number of the floor to which the plan applies,
  - (vi) the maximum number of persons normally occupying the floor at any time,
  - (vii) the location of all fire escapes, fire exits, stairways, elevating devices, main corridors and other means of exit,
  - (viii) the location of all fire protection equipment, and
  - (ix) the location of the main electric power switches for the lighting system, elevating devices, principal heating, ventilation and air-conditioning equipment and other electrical equipment;
- (c) a full description of the evacuation procedures to be followed in evacuating the building, with the time **required** to complete the evacuation, including:
- (i) activating the fire alarm,
  - (ii) notifying the fire department, and
  - (iii) evacuating employees who require special assistance; and
- (d) the names, room numbers and telephone numbers of the chief emergency warden and the deputy chief emergency warden of the building appointed by the **employer** or **employers** under section 17.7.
- (3) An emergency evacuation plan referred to in subsection (1) **shall** be kept up-to-date and **shall** take into account any changes in the building or the nature of its occupancy.

(4) An **employer** referred to in subsection (1) **shall** keep a copy of the up-to-date emergency evacuation plan in the building to which it refers. **Section 17.4 (1) to (4).**

**For more information:**

- Emergency Procedures. **Sections 17.5 (1) to (3).**
- Instructions and Training. **Sections 17.6.**
- Emergency Wardens. **Sections 17.7, 17,8.**
- **Sections 17.9 (1)(2).**

**Further details on the Canada Labour Code and Canada Occupational Health and Safety Regulations can be found at [justice.gc.ca](http://justice.gc.ca) and [justice.gc.ca](http://justice.gc.ca).**

## **ALBERTA**

In Alberta, **employers** are **required** to address emergency preparedness under the [Occupational Health and Safety Code](#) **Part 7, Sections 115 to 118. Employers must** develop and maintain a current emergency response plan that involves affected workers and outlines procedures for emergencies, rescue, evacuation, emergency equipment, communication, fire protection, and first aid. They **must** also designate and train rescue and evacuation workers through regular emergency drills and provide them with suitable equipment and personal protective gear. These measures ensure workplaces are ready to respond effectively to emergencies, safeguarding the health and safety of all workers.

### **Part 7 – Emergency Preparedness and Response**

#### **Emergency Response Plan**

**(1) An employer must** establish an emergency response plan for responding to an emergency that may require rescue or evacuation.

**(2) An employer must** involve affected workers in establishing

the emergency response plan.

**(3)** An **employer must** ensure that an emergency response plan is current. **Section 115 (1) to (3).**

### **Contents of Plan**

An emergency response plan **must** include the following:

- (a) the identification of potential emergencies;
- (b) procedures for dealing with the identified emergencies;
- (c) the identification of, location of and operational procedures for emergency equipment and personal protective equipment;
- (d) the emergency response training requirements;
- (e) the location and use of emergency facilities;
- (f) the fire protection requirements;
- (g) the alarm and emergency communication requirements;
- (h) the first aid services **required**;
- (i) procedures for rescue and evacuation;
- (j) the designated rescue and evacuation workers. **Section 116.**

### **Rescue and Evacuation Workers**

**(1)** An **employer must** designate the workers who will provide rescue services and supervise evacuation procedures in an emergency.

**(2)** An **employer must** ensure that designated rescue and emergency workers are trained in emergency response appropriate to the work site and the potential emergencies identified in the emergency response plan.

(3) The training under subsection (2) **must** include exercises appropriate to the work site that simulate the potential emergencies identified in the emergency response plan.

(4) The training exercises referred to in subsection (3) **must** be repeated at the intervals **required** to ensure that the designated rescue and evacuation workers are competent to carry out their duties. **Section 117 (1) to (4).**

## **Equipment**

(1) An **employer must** provide workers designated under section 117 with equipment and personal protective equipment appropriate to the work site and the potential emergencies identified in the emergency response plan.

(2) Workers who respond to an emergency **must** wear and use equipment and personal protective equipment appropriate to the work site and the emergency. **Section 118 (1)(2).**

**Further details on the Occupational Health and Safety Code can be found at [alberta.ca](http://alberta.ca).**

## **BRITISH COLUMBIA**

In British Columbia, **employers are required** to address emergency preparedness under the **Occupational Health and Safety Regulation** Part 4, Sections 4.13 to 4.18. **Employers must** conduct risk assessments in workplaces where rescue or evacuation may be needed and implement written emergency procedures, especially for high-risk tasks like confined space entry or work at heights. They **must** ensure emergency exits are clearly marked, hold annual emergency drills, and train workers in fire prevention, evacuation, and firefighting duties where applicable. **Employers must** also notify local fire departments about hazardous materials on-site and promptly inform utility providers if their services are damaged. These responsibilities are critical to ensuring an effective



emergency response and the safety of all workers.

## **Part 4: General Conditions**

### **EMERGENCY PREPAREDNESS AND RESPONSE**

#### **Risk Assessment**

(1) The **employer must** conduct a risk assessment in any workplace in which a need to rescue or evacuate workers may arise.

(2) If the risk assessment **required** by subsection (1) shows a need for evacuation or rescue, appropriate written procedures **must** be developed and implemented, and a worker assigned to coordinate their implementation.

(3) Written rescue and evacuation procedures are **required** for but not limited to:

- (a) work at high angles,
- (b) work in confined spaces or where there is a risk of entrapment,
- (c) work with hazardous substances,
- (d) underground work,
- (e) work on or over water, and
- (f) workplaces where there are persons who require physical assistance to be moved. **Section 4.13 (1) to (3).**

#### **Emergency Procedures**

(1) Emergency means of escape **must** be provided from any work area in which the malfunctioning of equipment or a work process could create an immediate danger to workers and the regular means of exit could become dangerous or unusable.

(2) Emergency exit routes **must** be designed and marked to

provide quick and unimpeded exit.

(3) At least once each year emergency drills **must** be held to ensure awareness and effectiveness of emergency exit routes and procedures, and a record of the drills **must** be kept. **Section 4.14 (1) to (3).**

## **Training**

(1) All workers **must** be given adequate instruction in the fire prevention and emergency evacuation procedures applicable to their workplace.

(2) Workers assigned to firefighting duties in their workplace **must** be given adequate training, by a qualified instructor, in fire suppression methods, fire prevention, emergency procedures, organization and chain of command, firefighting crew safety and communications applicable to their workplace.

(3) Retraining for firefighting duties **must** be provided periodically, but not less than once a year.

(4) A worker not covered by [Part 31 \(Firefighting\)](#), who is assigned to firefighting duties, **must** be physically capable of performing the assigned duties safely and effectively before being permitted to do them. **Section 4.16 (1) to (4).**

## **Notification of Fire Departments**

(1) An **employer** having at a workplace hazardous products covered by WHMIS, explosives, pesticides, radioactive material, consumer products or hazardous wastes in quantities which may endanger firefighters, **must** ensure the local fire department is notified of the nature and location of the hazardous materials or substances and methods to be used in their safe handling.

(2) Subsection (1) does not apply to a workplace:

(a) where materials are kept on site for less than 15 days if

the **employer** ensures an alternative effective means for notification of fire departments is in place in the event of fire or other emergency, or

(b) which is not within the service area of a fire department.  
**Section 4.17(1)(2).**

## **Notification of Utility Service Providers**

If work activities conducted by or on behalf of an **employer** cause a utility service to be hit or damaged, the **employer must** notify the owner of the utility service without delay.  
**Section 4.18.**

**Further details on the Occupational Health and Safety Regulation can be found at [worksafebc.com](https://www.worksafebc.com).**

## **MANITOBA**

In Manitoba, **employers** are **required** to address emergency preparedness and workplace safety under the [Workplace Safety and Health Act](#), **Sections 4 and 7.4(5)**. **Employers must** ensure the safety, health, and welfare of their workers by providing safe workplaces, necessary equipment, and appropriate supervision and training. They are responsible for developing a safety and health program that includes emergency procedures, identification of hazards, response resources, and training plans. **Employers must** also involve workers in program development and provide clear responsibilities for supervisors and staff.

## **DUTIES**

### **DUTIES OF EMPLOYERS**

#### **General Duties of Employers**

**(1) Every employer shall** in accordance with the objects and purposes of this Act:

(a) ensure, so far as is reasonably practicable, the safety, health and welfare at work of all his workers; and

(b) comply with this Act and regulations.

### **Further Duties of Employer**

**(2)** Without limiting the generality of an **employer's** duty under subsection (1), every **employer shall:**

(a) provide and maintain a workplace, necessary equipment, systems and tools that are safe and without risks to health, so far as is reasonably practicable;

(b) provide to all his workers such information, instruction, training, supervision and facilities to ensure, so far as is reasonably practicable, the safety, health and welfare at work of all his workers;

(c) ensure that all his workers, and particularly his supervisors, foremen, chargehands or similar persons, are acquainted with any safety or health hazards which may be encountered by the workers in the course of their service, and that workers are familiar with the use of all devices or equipment provided for their protection;

(d) conduct his undertaking in such a way as to ensure, so far as is reasonably practicable, that persons who are not in his service are not exposed to risks to their safety or health arising out of, or in connection with activities in his workplace;

(e) consult and co-operate with the workplace safety and health committee where such a committee exists, regarding the duties and matters with which that committee is charged under this Act;

(f) consult and co-operate with the worker safety and health representative where such a representative has been designated, regarding the duties and matters with which that

representative is charged under this Act;

(g) co-operate with any other person exercising a duty imposed by this Act, or the regulations;

(h) ensure that all of the **employer's** workers are supervised by a person who:

(i) is competent, because of knowledge, training or experience, to ensure that work is performed in a safe manner, and

(ii) is familiar with this Act and the regulations that apply to the work performed at the workplace;

(i) if the **employer's** workers are working on a construction project that has a prime contractor, advise the prime contractor of the name of the supervisor of the **employer's** workers on the project.

### **Employer as Supervisor**

(3) For the purposes of clause (2)(h), an **employer** may supervise his or her workers if he or she satisfies the criteria set out in that clause.

### **Employer's Duty re: Training**

(4) Without limiting the generality of clause (2)(b), every **employer shall** provide information, instruction and training to a worker to ensure, so far as is reasonably practicable, the safety, and health of the worker, before the worker:

(a) begins performing a work activity at a workplace;

(b) performs a different work activity than the worker was originally trained to perform; or

(c) is moved to another area of the workplace or a different workplace that has different facilities, procedures or hazards.

## **Performing Work Activity During Training**

**(5)** Notwithstanding subsection (4), a worker may perform a work activity while being trained if the worker is under the direction of a supervisor or another person who is fully trained and has sufficient experience in performing that work activity to ensure that the safety or health of the worker and any other person is not at risk.

## **Wages and Benefits During Training**

**(6)** A worker is entitled to the same wages and benefits for any time spent in training that he or she would be entitled to had the worker been performing his or her regular work duties during that time. **Section (1) to (6).**

## **Duties of Supervisors**

Every supervisor **shall**:

- (a) so far as is reasonably practicable,
  - (i) take all precautions necessary to protect the safety and health of a worker under his or her supervision,
  - (ii) ensure that a worker under his or her supervision works in the manner and in accordance with the procedures and measures **required** by this Act and the regulations, and
  - (iii) ensure that a worker under his or her supervision uses all devices and wears all clothing and personal protective equipment designated or provided by the **employer** or **required** to be used or worn by this Act or the regulations;
- (b) advise a worker under his or her supervision of all known or reasonably foreseeable risks to safety and health in the area where the worker is performing work;
- (c) co-operate with any other person exercising a duty imposed by this Act or the regulations; and

(d) comply with this Act and the regulations. **Section 4.1.**

**For more information:**

▪ **WORKPLACE SAFETY AND HEALTH PROGRAM. Sections 7.45.**

**Further details on the Workplace Safety and Health Act and Regulation can be found at [gov.mb.ca](http://gov.mb.ca).**

## **NEW BRUNSWICK**

In New Brunswick, **employers** are **required** to provide occupational health services under the **General Regulation, Section 14**. **Employers must** establish and maintain a health service that offers leadership, medical support, ongoing health assessments, and programs to prevent workplace illness and injury. This includes emergency response capabilities, health education, and referrals to community care when needed. The service **must** be managed by a competent person, ensuring comprehensive protection and promotion of employee health in the workplace.

### **Occupational Health Service**

**(1)** Where an occupational health service is **required** under section 45 of the Act, the occupational health service **shall** be established and maintained so as to:

(a) provide leadership, support and medical and technical services in all areas relating to health in the place of employment,

(b) provide ongoing health assessments and health supervision of each employee,

(c) establish appropriate records, standards, procedures, policies and reporting systems to identify and prevent health and safety hazards in the place of employment,

(d) promote prevention of occupational disease and injury

through health education, health counselling, and environmental assessment programs,

(e) be able to provide an emergency response to injuries and potential disasters in the place of employment, and

(f) enhance or maintain the health of employees through appropriate follow-up care, rehabilitation services or referrals to community-based services.

**(2) An employer shall ensure that an occupational health service is managed by a competent person. Section 14 (1)(2).**

**Further details on the General Regulation can be found at [gnb.ca](http://gnb.ca).**

## **NEWFOUNDLAND & LABRADOR**

In Newfoundland and Labrador, **employers** are **required** to ensure emergency preparedness under the [Occupational Health and Safety Regulations](#) **Part V, Sections 38 to 41. Employers must** conduct a risk assessment to identify the need for rescue or evacuation procedures and develop written procedures where risks exist. These **must** include designated emergency exit routes, emergency lighting in case of power failure (Section 40), and training workers in fire prevention and emergency response. **Employers** are also responsible for annual emergency drills and ensuring workers involved in firefighting receive adequate instruction.

### **PART V – GENERAL HEALTH AND SAFETY REQUIREMENTS**

#### **Emergency Plan Risk Assessment**

(1) An **employer shall** conduct a risk assessment in a workplace in which a need to rescue or evacuate workers may arise.

(2) Where the risk assessment **required** by subsection (1) shows a need for evacuation or rescue, appropriate written



procedures **shall** be developed and implemented and a worker assigned to coordinate their implementation.

(3) Written rescue and evacuation procedures are **required** for but not limited to:

(a) work at high angles;

(b) work in confined spaces or where there is a risk of entrapment;

(c) work with hazardous substances;

(d) underground work;

(e) work in close proximity to power lines;

(f) work on or over water; and

(g) workplaces where there are persons who require physical assistance to be moved.

(4) Where a workplace is a low-risk workplace in the opinion of an **employer**, the **employer shall** post information about escape routes and conduct emergency drills the **employer** considers appropriate. **Section 38.**

## **Emergency Procedures**

(1) An emergency exit route **shall** be provided from a work area in which the malfunctioning of equipment or a work process could create an immediate danger to a worker and the regular means of exit could become dangerous or unusable.

(2) An emergency exit route **shall** be designed and marked to provide quick and unimpeded exit.

(3) At least once a year an emergency drill **shall** be held to ensure awareness and effectiveness of the emergency exit routes and procedure, and a record of the drill **shall** be kept for a period of 5 years. **Section 39 (1) to (3).**

## **Emergency Lighting**

(1) Where a failure of a lighting system would create conditions dangerous to the health and safety of workers, an emergency lighting system **shall** be provided for the workplace and the exit routes.

(2) An emergency lighting system **shall** provide dependable illumination while the primary lighting system is off to enable all emergency measures to be carried out, including:

(a) emergency shutdown procedures, and

(b) evacuation of workers from the premises. **Section 40 (1)(2).**

## **Emergency Training**

(1) A worker **shall** be given adequate instruction in the fire prevention and emergency evacuation procedures applicable to the workplace.

(2) A worker assigned to firefighting duties in a workplace **shall** be given adequate training by a qualified instructor in fire suppression methods, fire prevention, emergency procedures, organization and chain of command, firefighting crew safety and communications applicable to the workplace in accordance with National Fire Protection Association standards.

(3) Retraining for firefighting duties **shall** be provided periodically, but not less than once a year. **Section 41 (1) to (3).**

**Further details on the Occupational Health and Safety Regulations can be found at [assembly.nl.ca](http://assembly.nl.ca).**

## **NOVA SCOTIA**

In Nova Scotia, **employers** are **required** to ensure emergency

preparedness under the [Occupational Health and Safety Act, Section 28\(2\)](#) and the [Occupational Safety General Regulations, Sections 130, 134](#). **Employers must** assess confined spaces and develop detailed written entry procedures, including emergency protocols, equipment use, and rescue plans. They **must** also train workers regularly, provide proper personal protective equipment, and ensure competent personnel are present during entries. Additionally, **employers must** implement a workplace health and safety program that includes emergency response measures, hazard identification, and procedures for monitoring and reviewing effectiveness.

## **OCCUPATIONAL HEALTH AND SAFETY PROGRAM**

### **Requirement for Program**

(2) The program **shall** include:

(a) provision for the training and supervision of employees in matters necessary to their health and safety and the health and safety of other persons at the workplace;

(b) provision for the preparation of written work procedures **required** to implement safe and healthy work practices, including those **required** pursuant to this Act, the regulations or by order of an officer, and identification of the types of work for which the procedures are **required** at the **employer's** workplace;

(c) provision for the establishment and continued operation of a committee **required** pursuant to this Act, including maintenance of records of membership, rules of procedure, access to a level of management with authority to resolve health and safety matters and any information **required** under this Act or the regulations to be maintained in relation to a committee;

(d) provision for the selection and functions of a representative where **required** pursuant to this Act, including

provision for access by the representative to a level of management with authority to resolve health and safety matters;

(e) a hazard identification system that includes:

(i) evaluation of the workplace to identify potential hazards,

(ii) procedures and schedules for regular inspections,

(iii) procedures for ensuring the reporting of hazards and the accountability of persons responsible for the correction of hazards, and

(iv) identification of the circumstances where hazards **must** be reported by the **employer** to the committee or representative, if any, and the procedures for doing so;

(f) a system for workplace occupational health and safety monitoring, prompt follow-up and control of identified hazards;

(g) a system for the prompt investigation of hazardous occurrences to determine their causes and the actions needed to prevent recurrences;

(h) maintenance of records and statistics, including reports of occupational health and safety inspections and occupational health and safety investigations, with provision for making them available to persons entitled to receive them pursuant to this Act; and

(i) provision for monitoring the implementation and effectiveness of the program **Section 28**.

## **Part 12 – Confined Space Entry**

### **Assessment and Written Procedures**

**(1)** An **employer shall** ensure that no person enters a confined space until the **employer** has fulfilled the requirements of

this Section and a competent person has provided a written certificate, in accordance with Section 131.

(2) Where a workplace includes a confined space, the **employer shall** ensure that a person who may be **required** to enter the confined space has the information necessary to identify it as such.

(3) Where at least one confined space has been identified, an **employer shall** establish a written confined space entry procedure that includes provision:

(a) that prior to the entry of a person into the confined space, an assessment of the confined space is:

(i) done in accordance with subsection (8), and

(ii) recorded by the person conducting the assessment in accordance with Section 131;

(b) for the training **required** by a person who may enter a confined space in the course of the person's work, and for the training **required** by a person who may undertake rescue operations with regard to a confined space, including training on:

(i) proper use of personal protective equipment,

(ii) written rescue procedures,

(iii) maintaining contact between a person in the confined space and an attendant **required** under clause 134(2)(a) and the means by which the written rescue procedure is initiated in the event of an emergency in the confined space,

(iv) the limitations on the type of work that can be performed in the confined space, and

(v) the means of identifying a hazard while in a confined space;

(c) for the process for notifying a person entering a confined space of the specific type of work that may be performed in the confined space;

(d) for the method to be followed by a person entering into, exiting from or occupying the confined space;

(e) for the protective equipment that is to be used by every person entering the confined space;

(f) for the written emergency procedures to be followed in the event of an accident or other emergency in or near the confined space, including:

(i) immediate evacuation of the confined space when an alarm is activated or there is any significant, unexpected and potentially hazardous change in the concentration, level or percentage referred to in subsection (8),

(ii) a determination of whether more than one person is **required** to be present outside a confined space during the occupancy of any person, and

(iii) a written rescue procedure;

(g) for the protective equipment and emergency equipment to be used by a person who undertakes rescue operations in the event of an accident or other emergency;

(h) for a written procedure for testing the confined space in an adequate manner, at regular intervals and on a continuous basis, if necessary, to ensure the concentration or level of a hazardous substance or physical agent complies with the limits in subsection (8); and

(i) for a means of ventilating the confined space to ensure the removal or dilution of all airborne hazardous substances from the confined space.

**(4) An employer shall** provide to each person entering the

confined space and a person who may undertake rescue operations the protective equipment and emergency equipment referred to in this Section.

**(5) An employer shall ensure that:**

(a) a person who enters a confined space is trained at least once every 2 years in accordance with the procedures set out in clause (3)(b); and

(b) a person who undertakes rescue operations is trained at least once every year in accordance with the procedures set out in clause (3)(b).

**(6) Every person who enters into, exits from or occupies the confined space shall follow the written procedures and use the protective equipment and emergency equipment as required.**

**(7) An employer shall review the confined space entry procedure at least once a year and amend it, if necessary.**

**(8) An employer shall designate a competent person who shall perform the assessment required in clause (3)(a), which shall include:**

(a) where the level of a chemical substance or a mixture of chemical substances may constitute a hazard, tests to ensure that the concentration of a chemical substance or a mixture of chemical substances in the confined space does not exceed its occupational exposure limit under Part 2: Occupational Health, of the *Workplace Health and Safety Regulations* made under the Act or 50% of its lower explosive limit;

(b) where the level of a physical agent may constitute a hazard, tests to ensure that the level of the physical agent in the confined space is not hazardous;

(c) tests to ensure that the level of oxygen in the atmosphere in the confined space is not less than 19.5 % and not more than 22.5 %, unless the **employer** can demonstrate that an

unsafe oxygen level is not a possibility in the circumstance;

(d) a determination of whether the concentrations, levels or percentages referred to in clauses (a), (b) and (c) can be maintained during the period of proposed occupancy of the confined space;

(e) a confirmation that any liquid in which the person may drown or any free flowing solid in which a person may become entrapped has been removed from the confined space or that work practices have been established that specifically address the presence of the liquid or solid;

(f) a confirmation that entry of any liquid, free flowing solid or hazardous substance into the confined space that could endanger the health or safety of a person has been prevented by a secure means of disconnection, the fitting of blank flanges or the implementation of a double block and bleed written procedure established by the **employer** or similar positive actions;

(g) confirmation that a machine, equipment, tool or electrical installation that presents a hazard to a person entering into, exiting from or occupying the confined space has been locked out; and

(h) confirmation that the opening for entry into and exit from the confined space is sufficient to allow safe passage of a person who is using personal protective equipment or emergency equipment. **Section 130 (1) to (8).**

**For more information:**

- Occupational Health Safety Program – Requirement for Program. **Sections 28 (2).**
- Protective equipment and security measures. **Sections 134 (1) to (3).**

**Further details on the Occupational Health and Safety Act and**



the Occupational Safety General Regulations can be found at [nslegislature.ca](http://nslegislature.ca) and [novascotia.ca](http://novascotia.ca).

## **NORTHWEST TERRITORIES**

In Northwest Territories, **employers** are **required** to ensure emergency preparedness under the [Occupational Health and Safety Regulations](#), Part 3, Section 21(2). Employers **must** include in their occupational health and safety program specific procedures for responding to emergencies, identifying hazards, and outlining available internal and external resources for response. The program **must** also establish responsibilities for all workplace parties and ensure regular inspections, training, and reviews. These measures are vital to minimizing risks, coordinating effective responses during emergencies, and protecting workers' health and safety.

### **PART 3 – GENERAL DUTIES**

#### **Occupational Health and Safety Program**

(2) An occupational health and safety program for a work site **must** include:

(a) a statement of the **employer's** policy with respect to the protection and maintenance of the health and safety of workers;

(b) an identification of hazards that could endanger workers at the work site, through a hazard recognition program;

(c) measures, including procedures to respond to an emergency, that will be taken to reduce, eliminate, and control the hazards identified under paragraph (b);

(d) an identification of internal and external resources, including personnel and equipment, that could be **required** to respond to an emergency;

- (e) a statement of the responsibilities of the **employer**, the supervisors and the workers;
- (f) a schedule for the regular inspection of the work site and inspection of work processes and procedures;
- (g) a plan for the control of hazardous substances handled, used, stored, produced or disposed of at the work site and, if appropriate, the monitoring of the work environment;
- (h) a plan for training workers and supervisors in safe work practices and procedures, including procedures, plans, policies or programs that the **employer** is **required** to develop;
- (i) a procedure for the investigation of refusals to work under section 13 of the Act;
- (j) a strategy for worker participation in occupational health and safety activities, including audit inspections and investigations of refusals to work under section 13 of the Act; and
- (k) a procedure to review and, if necessary, revise the occupational health and safety program not less than once every three years or whenever there is a change of circumstances that could affect the health or safety of workers. **Section 21 (2).**

**Further details on the Occupational Health and Safety Regulations can be found at [canlii.org](http://canlii.org).**

## **NUNAVUT**

In Nunavut, **employers** are **required** to ensure emergency preparedness under the **Occupational Health and Safety Regulations**, Part 3, Section 21(2). **Employers must** include in their occupational health and safety program specific procedures for responding to emergencies, identifying hazards, and outlining available internal and external resources for

response. The program **must** also establish responsibilities for all workplace parties and ensure regular inspections, training, and reviews. These measures are vital to minimizing risks, coordinating effective responses during emergencies, and protecting workers' health and safety.

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(e) a statement of the responsibilities of the **employer**, the supervisors and the workers;

(f) a schedule for the regular inspection of the work site and inspection of work processes and procedures;

(g) a plan for the control of hazardous substances handled, used, stored, produced or disposed of at the work site and, if appropriate, the monitoring of the work environment;

(h) a plan for training workers and supervisors in safe work practices and procedures, including procedures, plans,

policies or programs that the **employer** is **required** to develop;

(i) a procedure for the investigation of refusals to work under section 13 of the Act;

(j) a strategy for worker participation in occupational health and safety activities, including audit inspections and investigations of refusals to work under section 13 of the Act; and

(k) a procedure to review and, if necessary, revise the occupational health and safety program not less than once every three years or whenever there is a change of circumstances that could affect the health or safety of workers. **Section 21 (2).**

**Further details on the Occupational Health and Safety Regulations can be found at [canlii.org](http://canlii.org).**

## **ONTARIO**

In Ontario, under **[Reg. 213/91: Construction Projects](#)**, **Part I, Sections 17, 18, 19, 264 to 268**, **employers** and constructors **must** establish written emergency procedures, ensure access to communication systems, and train rescue workers regularly. For tunnel and shaft projects, they **must** provide self-contained breathing apparatuses and designate trained rescue personnel. These measures emphasize the **employer's** duty to prepare for emergencies and protect workers on high-risk job sites.

### **PART IV – TUNNELS, SHAFTS, CAISSONS, AND COFFERDAMS**

#### **Rescue of Workers**

(1) Before a project begins, an **employer shall** establish in writing emergency procedures for the rescue of underground workers.

(2) Copies of the rescue procedures signed by the **employer** and

supervisor of the underground workers **shall** be posted in conspicuous places on the project.

(3) The emergency procedures **shall** be practiced in preparation for an emergency and **shall** be followed in an emergency.

**Section 264 (1) to (3).**

(1) At least four workers at a project or, if fewer than four workers work at the project, all workers **shall** be trained in and readily available to perform rescues of underground workers.

(2) Rescue workers **shall** be provided with suitable equipment to perform rescues.

(3) Rescue workers **shall** be trained by a competent person appointed by a Director.

(4) A Director who makes an appointment described in subsection (3) **shall**, in doing so, consider any recommendations of the representatives of labour and of management.

(5) Rescue workers **shall** be trained within thirty days before tunnelling operations begin and retrained at least every thirty days after the initial training.

(6) Before a project begins, the supervisor of the construction of a tunnel **shall** designate a rescue worker who **shall** inspect and test all rescue equipment every thirty days. **Section 265 (1) to (6).**

(1) This section applies if, on a project, there is a tunnel and shaft whose combined length exceeds forty-five metres.

(2) Every rescue worker **shall** be provided with a self-contained breathing apparatus that meets the requirements of subsection (5) and subsection (6), (7) or (8), as is appropriate to the length of the underground workplace.

(3) A competent person referred to in subsection 265 (3) **shall** train rescue workers in the proper operation of the self-contained breathing apparatus.

(4) The training **required** by subsection (3) **shall** be repeated at least every thirty days.

(5) The self-contained breathing apparatus **shall** have a full face mask.

(6) For use in an underground workplace that is less than 100 metres long, the minimum rated duration of use for a self-contained breathing apparatus **shall** be one-half hour.

(7) For use in an underground workplace that is 100 metres or more but less than 150 metres long, the minimum rated duration of use for a self-contained breathing apparatus **shall** be one hour.

(8) For use in an underground workplace that is 150 metres or more long, the minimum rated duration of use for a self-contained breathing apparatus **shall** be one and one-half hours.

(9) All self-contained breathing apparatuses intended for rescue work on a project **shall** be the same model and made by the same manufacturer.

(10) All self-contained breathing apparatuses **shall** be kept in close proximity to the means of access to an underground work place and **shall** be readily available.

(11) A sufficient number, four as a minimum, of self-contained breathing apparatuses **shall** be available on the project to provide for all rescue work that may be **required**.

(12) A competent person **shall** inspect every self-contained breathing apparatus at least once a month or as often as is **required** by the manufacturer to ensure it is in proper condition. **Section 266 (1) to (12).**

Every worker who is in, or may be **required** to enter, a tunnel or a shaft leading to it **shall** be provided with a self-rescue respirator for the worker's exclusive use which is suitable for protection against hazardous gases. **Section 267.**

(1) A worker's self-rescue respirator **shall** be kept in the vicinity of the worker while he or she is in a tunnel or shaft.

(2) All workers on a tunnel project **shall** be instructed in the proper use, care, maintenance and limitations of the self-rescue respirator in accordance with the manufacturer's specifications. **Section (1)(2).**

**For more information:**

- PART I – GENERAL – General Requirements. **Sections 17, 18, 19.**

**Further details on the Reg. 213/91: CONSTRUCTION PROJECTS can be found at [ontario.ca](http://ontario.ca).**

## **PRINCE EDWARD ISLAND**

In Prince Edward Island, **employers must** address emergency preparedness under the [Occupational Health and Safety Act](#), **Section 23(3)**, and the [Occupational Health and Safety Act General Regulations](#), **Sections 6.3, 9.3 to 9.6**. They are responsible for developing a safety program with emergency procedures, ensuring functional emergency lighting, providing accessible first aid services, and designating trained first aiders. These measures help ensure quick, effective responses in emergencies and protect worker health and safety.

### **PROGRAM**

Content of Program

(3) An occupational health and safety program **shall** include:

(a) provisions for the training and supervision of workers in matters necessary to their occupational health and safety and the occupational health and safety of other persons at or near the workplace;

(b) provisions for:

(i) the preparation of written work procedures for the implementation of occupational health and safety work practices, **required** by this Act, the regulations or by order of an officer, and

(ii) the identification of the types of work for which the procedures are **required** at the **employer's** workplace;

(c) provisions for the establishment and continued operation of a committee **required** by this Act, including maintenance of records of membership, rules of procedure, access to a level of management with authority to resolve occupational health and safety matters, and information **required** by this Act or the regulations;

(d) provisions for the selection and functions of a representative where **required** by this Act, including provision for access by the representative to a level of management with authority to resolve occupational health and safety matters;

(e) a hazard identification system that includes:

(i) evaluation of the workplace to identify potential hazards,

(ii) procedures and schedules for regular inspections,

(iii) procedures for ensuring the reporting of hazards and the accountability of persons responsible for the correction of hazards, and

(iv) identification of the circumstances where hazards **shall** be reported by the **employer** to the committee or representative, if any, and the procedures for doing so;



(f) a system for workplace occupational health and safety monitoring, prompt follow-up and control of identified hazards;

(g) a system for the prompt investigation of hazardous occurrences to determine their causes and the actions needed to prevent recurrences;

(h) the maintenance of records and statistics, including reports of occupational health and safety inspections and investigations, with provision for making the reports available to persons entitled to receive them under this Act; and

(i) provisions for monitoring the implementation and effectiveness of the program. **Section 23 (3).**

## **PART 6 – ILLUMINATION**

### **Emergency Lighting**

The **employer shall** ensure that in an area of a building where a failure of the regular lighting system would create conditions which might endanger the safety of any person in the building, emergency lighting is provided which:

(a) turns on automatically when the regular lighting fails;

(b) is independent of the regular lighting source;

(c) provides adequate lighting for evacuation of the area; and

(d) is tested at least once every three months to ensure the system will function in an emergency, but not less frequently than recommended by the manufacturer. **Section 6.3.**

## **PART 9 – FIRST AID**

### **Employer Responsibilities**

(1) An **employer shall**, at the **employer's** own expense, provide

and maintain at each of the **employer's** workplaces the first aid supplies and services that are **required** to be so provided and maintained by this Part.

### **Accessibility of Workplace First Aid Supplies and Services**

(1.1) Workplace first aid supplies and services **shall** be readily available and accessible during working hours.

### **Employer to Assess Risk**

(2) An **employer shall** assess the risks that workers are likely to encounter at the workplace and ensure that there are adequate first aid supplies and services at the workplace.

### **Workplace First Aid Risk Assessment**

(3) The workplace first aid risk assessment **shall** be conducted by a competent person at the workplace in consultation with the occupational health and safety committee, safety representative, or workers, as applicable.

### **Components of Workplace First Aid Risk Assessment**

(4) The workplace first aid risk assessment **shall** include:

(a) the identification of hazards that could result in a work-related injury or illness;

(b) an assessment of the type, potential severity, likelihood, and resulting risk of injuries and illnesses which could occur in the workplace taking into consideration:

(i) the characteristics of the workplace,

(ii) the number of workers at the workplace per shift,

(iii) industry sector trends,

(iv) the organization's history of workplace first aid incidents,

- (v) the proximity of trained workplace first aiders to provide first aid,
  - (vi) accessibility to emergency medical services,
  - (vii) work patterns, such as shift work, workers on shared sites, multi-occupied sites, and planned and unplanned leave of workplace first aiders,
  - (viii) modes of transportation for transporting injured or ill persons to a medical facility, and
  - (ix) any special needs including, but not limited to, workers with disabilities or known medical conditions; and
- (c) the identification of the appropriate first aid supplies and services to respond to the types of injury or illness that could occur in the workplace. **Section 9.3 (1) to (4).**

**For more information:**

- Review of workplace first aid risk assessment. **Sections 9.3 (4)(5)(6).**
- Multiple levels of risk – higher risk level. **Sections 9.3 (7).**
- Worker responsibilities. **Sections 9.6.**

**Further details on the Occupational Health and Safety Act and the Occupational Health and Safety Act General Regulations can be found at [princeedwardisland.ca](http://princeedwardisland.ca) and [princeedwardisland.ca](http://princeedwardisland.ca).**

## **QUÉBEC**

In Québec, **employers** are **required** to address emergency preparedness under the **Regulation Respecting Occupational Health and Safety**, **Division IV, Sections 34 to 38**. **Employers must** establish an emergency evacuation plan, conduct rescue and evacuation drills at least once a year, and ensure fire extinguishers are installed and maintained according to

NFPA-10 standards. Additionally, alarm systems and emergency lighting **must** be fully operational. These responsibilities are essential for minimizing risks, ensuring a timely response to emergencies, and safeguarding the health and safety of all workers.

#### **DIVISION IV – EMERGENCY SAFETY PRECAUTIONS**

**Evacuation plan:** In any establishment, an emergency evacuation plan **shall** be drawn up and be in force, if applicable. **Section 34.**

**Drills:** Rescue and evacuation drills **shall** be held at least once a year. These drills are to be adapted to risks found in the establishment as well as to the nature of activities carried on there. **Section 35.**

**Portable fire extinguishers:** portable fire extinguishers **shall** be installed in all buildings so that action may be taken in the early stages of a fire.

The choice, installation, utilization and maintenance of these portable fire extinguishers **shall** comply with the NFPA-10 Portable Fire Extinguishers standard, applicable according to the year the extinguishers were installed.

Additional fire extinguishers **shall** be installed in places where there is a localized risk of fire. **Section 36.**

**Operating conditions:** Portable fire extinguishers **shall:**

- (1) be approved by Underwriters' Laboratories of Canada (ULC);
- (2) provide protection according to the nature of the hazard;
- (3) be filled after use;
- (4) bear the name of the person entrusted therewith and the date of the last inspection. **Section 37 (1) to (4).**

**Emergency systems:** Alarm and detection systems as well as

emergency lighting **shall** always be in good working order.  
**Section 38.**

Further details on the Regulation Respecting Occupational Health and Safety can be found at [gouv.qc.ca](http://gouv.qc.ca).

## **SASKATCHEWAN**

In Saskatchewan, **employers** are **required** to address emergency preparedness and training under the [Occupational Health and Safety Regulations](#), **Part 3, Sections 3-8, 3-11, and 3-17**. **Employers must** ensure workers receive training on fire and emergency procedures, first aid locations, hazard precautions, and relevant workplace safety policies before beginning work or changing job sites. They **must** also develop a comprehensive occupational health and safety program that includes emergency response procedures, hazard identification, inspection schedules, and clearly defined responsibilities.

### **PART 3 – General Duties**

#### **Training of Workers**

(1) An **employer shall** ensure that a worker is trained in all matters that are necessary to protect the health and safety of the worker when the worker:

- (a) begins work at a place of employment; or
- (b) is moved from 1 work activity or worksite to another that differs with respect to hazards, facilities or procedures.

(2) The training **required** by subsection (1) **must** include:

- (a) procedures to be taken in the event of a fire or other emergency;
- (b) the location of first aid facilities;
- (c) identification of prohibited or restricted areas;

(d) precautions to be taken for the protection of the worker from physical, chemical or biological hazards;

(e) any procedures, plans, policies and programs that the **employer is required** to develop pursuant to the Act or any regulations made pursuant to the Act that apply to the worker's work at the place of employment; and

(f) any other matters that are necessary to ensure the health and safety of the worker while the worker is at work.

(3) An **employer shall** ensure that:

(a) the time spent by a worker in the training **required** by subsection (1) is credited to the worker as time at work; and

(b) the worker does not lose pay or other benefits with respect to that time.

(4) An **employer shall** ensure that no worker is permitted to perform work unless the worker:

(a) has been trained, and has sufficient experience, to perform the work safely and in compliance with the Act and the regulations; or

(b) is under close and competent supervision. **Section 3-8 (1) to (4).**

### **Occupational Health and Safety Program**

(1) Subject to subsection (2), an occupational health and safety program **required** by section 3-20 of the Act **must** include:

(a) a statement of the **employer's** policy with respect to the protection and maintenance of the health and safety of the workers;

(b) the identification of existing and potential risks to the health or safety of workers at the place of employment and the

measures, including procedures to respond to an emergency, that will be taken to reduce, eliminate or control those risks;

(c) the identification of internal and external resources, including personnel and equipment, that may be **required** to respond to an emergency;

(d) a statement of the responsibilities of the **employer**, the supervisors and the workers;

(e) a schedule for the regular inspection of the place of employment and of work processes and procedures;

(f) a plan for the control of any biological or chemical substance handled, used, stored, produced, or disposed of at the place of employment and, if appropriate, the monitoring of the work environment;

(g) a plan for training workers and supervisors in safe work practices and procedures, including any procedures, plans, policies or programs that the **employer** is **required** to develop pursuant to the Act or any regulations made pursuant to the Act that apply to the work of the workers and supervisors;

**Section 3-11 (1).**

### **Inspection of Place of Employment**

(1) An **employer**, contractor or owner **shall** allow members of a committee or a representative to inspect a place of employment at reasonable intervals determined by the committee or the representative and **employer**.

(2) On written notice by the committee or the representative of an unsafe condition or a contravention of the Act or any regulations made pursuant to the Act, the **employer**, contractor or owner **shall**:

(a) take immediate steps to protect the health and safety of any worker who may be at risk until the unsafe condition is

corrected or the contravention is remedied;

(b) as soon as possible, take suitable actions to correct the unsafe condition or remedy the contravention; and

(c) inform the committee or the representative in writing of:

(i) the actions that the **employer**, contractor or owner has taken or will take pursuant to clause (b); or

(ii) the **employer's**, contractor's or owner's reasons for not taking action if the **employer**, contractor or owner has not taken any actions pursuant to clause (b). **Section 3-17 (1)(2).**

**Further details on the Occupational Health and Safety Regulations can be found at [saskatchewan.ca](http://saskatchewan.ca).**

## **YUKON**

In Yukon, **employers** are **required** to address emergency preparedness under the **Occupational Health and Safety Regulations** Part 1, Sections 1.50, 1.57, and 1.69. **Employers must** ensure safe access, unimpeded emergency egress, and that emergency exits are clearly marked, unlocked, and accessible. Emergency lighting systems **must** be installed in dark or enclosed workplaces, powered by an independent source, and maintained annually. Additionally, an emergency plan appropriate to the workplace's conditions **must** be developed and implemented to protect workers in the event of an emergency.

### **Part 1 – General**

#### **WORKPLACE GENERAL REQUIREMENTS**

##### **Access, Egress, and Emergency Egress**

(1) There **must** be a safe way of entering and leaving the workplace and a worker **must** not use any other way if it is hazardous.



(2) Hazardous areas **shall** be secured with a locked door or by other equivalent means to prevent access by workers, unless there is a safe work procedure developed for the purpose and workers are instructed in it.

(3) Access to and egress from all work areas, work stations, storage areas, shut off switches, control panels and any emergency supplies or equipment **shall** be unrestricted and unimpeded at all times.

(4) An emergency means of escape **shall** be available from any area where the normal means of exit may be rendered dangerous or unusable from time to time. **Section 1.50 (1) to (4).**

### **Workplace Maintenance**

(1) All floors, decks, platforms, stairs, ramps, walkways, aisles and catwalks **shall** be maintained in good repair and free of tripping and slipping hazards.

### **Slipping Hazards due to Liquids**

(2) Immediate action **shall** be taken to eliminate or control slipping or any other hazard originating from a spill or leak of a substance on a floor or other working surface.

(3) Where a floor is wet because of the work process, devices such as matting or grating **shall** be used to eliminate the hazard of slipping.

### **Cleaning Hazards**

(4) Proper clean-up and disposal methods, which do not create hazards to the worker, other people, equipment, structures or the environment **shall** be adopted and used. **Section 1.51 (1) to (4).**

### **Emergency Lighting**

An emergency lighting system **shall** be installed and maintained

at a workplace that is used during hours of darkness or where a source of natural light is not available and **shall**:

- (a) provide an adequate level of illumination for the area, but not less than 10.8 lux (1 foot-candle) at all exits,
- (b) be powered by a source independent of the general lighting system,
- (c) be controlled by an automatic device that will activate the secondary source of power, and
- (d) be inspected and maintained annually. **Section 1.57 (1) to (4).**

## **DOORWAYS AND EMERGENCY EXITS**

### **Emergency Exits**

- (1) Emergency exits **shall** be:
  - (a) unlocked and not blocked by any material,
  - (b) designed, marked, and located to provide easy and quick egress, and
  - (c) provided in areas where the regular exit could be rendered unusable.

### **Emergency Plan**

- (2) An emergency plan appropriate to the workplace needs and conditions **shall** be developed and implemented. **Section 1.69 (1)(2).**

**Further details on the Occupational Health and Safety Regulations can be found at [wcb.yk.ca](http://wcb.yk.ca).**