 <b>BRANDON UNIVERSITY</b>  <b>Safe Work Procedure</b>	<b>Physical Plant</b>  <b>Working in Outdoor Conditions</b>	<b>Approved by:</b> Michael McCormick <b>Author:</b> Michelle Augustyn <b>Reviewed by:</b> WSH Committee Member
Version 1.0 PP-SWP-BSW-024	<b>First Approved: August 2017</b> <b>Reviewed: March 2023</b>	<b>Update by: March 2026</b>

Potential Hazards:			
H	M	L	Risk for Injury
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Awkward / sustained postures
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Biological pathogens
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Chemicals
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Combustibles / flammables
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Electrical hazards
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Extreme heat / cold
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Forceful exertions
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Material falling
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Moving machinery / parts
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Noise
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Pinch points
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Repetitive motions
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Sharp points / edges
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Skin compression
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Surfaces causing falls
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Traffic – Vehicle or pedestrian
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Two Person Job
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Vibration
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Violence / Psychological Hazard
			Other - _____

**Risks:** Signs and symptoms of a musculoskeletal injury (MSI) can include pain, burning, swelling, stiffness, numbness/tingling, and/or loss of movement or strength in a body part. Report these to your manager or supervisor immediately.

Equipment/Devices or PPE Required:	
<input type="checkbox"/> Head Protection	<input type="checkbox"/> Body Protection
<input checked="" type="checkbox"/> Eye Protection	<input checked="" type="checkbox"/> Hand Protection
<input type="checkbox"/> Ear Protection	<input checked="" type="checkbox"/> Foot Protection
<input type="checkbox"/> Face Protection	<input type="checkbox"/> High Visibility Wear
<input checked="" type="checkbox"/> Other Protection Dust Mask if required	
CSA approved safety eyewear; latex gloves;	
CSA approved footwear; CSA approved hearing protection; seasonal outer wear	
Required Training:	
<input type="checkbox"/> WHMIS	
<input type="checkbox"/> Task performed and reviewed by competent person	
<input checked="" type="checkbox"/> other associated BSW SWPs	




All employees shall be trained on required Safe Work Procedures (SWP) until competent. This will include a review of SWP documentation and hands-on training as required. Employees are responsible for performing the task in accordance with training, established health and safety regulations/guidelines, policies, and procedures. Managers, supervisors, or delegates will ensure all duties are performed in accordance with training, established health and safety regulations/guidelines, policies, and procedures.

<b>NOTE:</b> Additional Potential Hazards
Insects/bug bites and animals/wildlife

**Steps to Perform This Task Safely:**

	Instructions	Photo
Pre-use	Inspect and don all required PPE.	
Pre-use	Know the warning signs of frostbite / hypothermia and heat stress/heat exhaustion.	
1.	Be aware of changing weather conditions and plan the work accordingly.	
2.	Wear appropriate clothing for hot, cold, wet, and windy conditions, including layers that can be adjusted to changing weather conditions.	
3.	Plan the work to include more micro breaks	
4.	Protect extremities including your head, ears, face, hands, and feet.	
5.	Stay hydrated and/or drink warm/cold beverages as per the weather conditions.	
6.	Use a buddy system so that you can monitor one another for the effects of hot/cold conditions.	
7.	Use appropriate footwear that is rated for the current temperature.	
8.	Keep feet dry, particularly when it is cold outside.	
9.	Do not allow yourself to overheat and sweat excessively.	
10.	Do not remain indoors for long periods of time while wearing outdoor clothing.	
11.	Do not allow evaporative liquids (with low freezing temperatures) to contact bare skin.	
12.	Advise your supervisor of any pre-existing condition that could affect your ability to work in the hot/cold.	
13.	If you are working indoors, adjust your temperature if possible or adjust with approved heaters/fans.	
14.	During periods of hot weather, focus on lighter activities whenever possible and leave physically demanding tasks for cooler periods.	
<b>NOTE:</b>	Call 911 if a person appears to be in distress from thermal conditions.	
<b>Prohibited activities</b>	<b>No ear buds / music or listening devices can be worn when operating equipment.</b>	

If an emergency situation or equipment malfunction occurs while using the equipment, shut the unit off immediately and report to your supervisor. Report any hazardous situation to your supervisor / WSH Advisor.

Author:	Approved By: Michael McCormick	Reviewed By: WSH Committee
		

RELATED MATERIAL – Current weather conditions  
<https://www.theweathernetwork.com/ca/weather/manitoba/brandon>

Thermal Stress Guide -

[https://www.safemanitoba.com/Page%20Related%20Documents/resources/thermal\\_stress\\_guide\\_2007.pdf](https://www.safemanitoba.com/Page%20Related%20Documents/resources/thermal_stress_guide_2007.pdf)

REFERENCES - WSH Act/Regulations -

[https://www.gov.mb.ca/labour/safety/pdf/whs\\_workplace\\_safety\\_act\\_and\\_regs.pdf](https://www.gov.mb.ca/labour/safety/pdf/whs_workplace_safety_act_and_regs.pdf)