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## 1. BI Substance Policy – Designated Substances

- a. Designated substances are biological, chemical or physical agents, or combination thereof, to which the exposure of a worker is prohibited, regulated, restricted, limited or controlled. The Ministry of Labour has designated twelve substances, as outlined in RMM #500 Designated Substances Control Program.
- b. Designated substances require the completion of an assessment form to be reviewed by the JHSC, and to be inventoried by EOHSS.
- c. BI users must request approval from BI staff **in advance** of bringing designated substances into BI laboratories. The designated substance assessment form must be provided. Approval is at the discretion of BI staff.
- d. Any unauthorized or non-inventoried substances found in the BI laboratory will be disposed of or destroyed appropriately, with financial responsibility falling to the user and responsible supervisor.
- e. Approved designated substances must be in compliance with the BI Substance Policy for labelling, handling, inventory and storage.
- f. The designated substance assessment and SDS will be kept in the BI office, in the BI laboratory area(s) where the substance is stored, and uploaded to the BioELN. Documentation will be updated as new information is available.
- g. Refer to the BI Laboratory Waste Disposal Policy – General and Hazardous Waste for disposal guidelines.

### 1.1. Designated Substance – Mercury

- a. Mercury is a designated substance. Mercury vapours are highly toxic.
- b. The BI currently has Mercury in ETB 433. Personnel accessing that laboratory should be made aware of its presence and any applicable safety procedures, including the location of spill kits.
- c. Follow spill procedures outlined in the risk assessment and accompanying SOPs, which are located in ETB 433.

### 1.2. Designated Substance – Silica

- a. Crystalline and powdered silica is a designated substance. Silica dust can cause serious damage to lungs and eyes.
- b. The BI currently has Silica in ETB 418 and ETB 435. Personnel accessing that laboratory should be made aware of its presence and any applicable safety procedures.
- c. Follow spill procedures outlined in the BI Emergency Procedures Policy – Spills, Hazardous. **DO NOT DRY SWEEP** silica.