The BSO Plus Safety Refresher is an annual checkpoint designed from BSO Plus content. Completing this refresher is a requirement for the Basic Safety Recertification (BSR) course, so please ensure you submit this completed test to your employer for record retention.

TEST ANSWERS: ANNUAL SAFETY REFRESHER

1. The purpose of the Occupational Health & Safety Act and its Regulations is to tell all workplace parties how to make the workplace safe.
   a) True
   b) False

RATIONALITY: The OHSA defines the minimum requirements for health and safety standards in Ontario. By clearly defining the rights and responsibilities of employers, supervisors, and workers, the OHSA is working to make Ontario’s workplaces as safe and healthy as possible.

2. Ontario’s Health and Safety System is supported by a partnership between the Ministry of Labour, the Workplace Safety and Insurance Board, and various health and safety associations. Match the partner to the roles they perform.

   a) Ministry of Labour  
   b) Workplace Safety and Insurance Board  
   c) Health and Safety Associations

   a Legislation, enforcement, and prevention
   b Workers’ compensation and return-to-work supports
   c Training, consulting and clinical services for workers and employers

RATIONALITY: Knowing what these different organizations offer can help companies and workers find solutions to health and safety questions and concerns. You can find more information about these organizations and what they do at their websites:

- Ministry of Labour (MOL): http://www.labour.gov.on.ca
- Health and Safety Ontario (HSO): www.healthandsafetyontario.ca
- Workplace Safety and Insurance Board (WSIB): www.wsib.on.ca

3. According to the OHSA, you have 3 basic rights, and they are: (Circle all that apply)
   a) Right to Know
   b) Right to Choose
   c) Right to Participate
   d) Right to Refuse
RATIONALE: The Occupational Health and Safety Act protects your right to know about health and safety hazards in the workplace; the right participate in keeping your workplace safe, which can best be done by becoming a Joint Health and Safety Committee member or a Health & Safety Rep; and the right to refuse unsafe work. These worker rights balance out the employers right to direct and organize the work.

4. Both your employer and your supervisor share the same general duty for the protection of workers. The “General Duty Clause” (OHSA, 25.2 (h)) states that they must:
   a) Take every precaution reasonable in the circumstances for the protection of the worker
   b) Conduct a training session on the Occupational Health and Safety Act
   c) Provide you with a Policy and Procedure Manual
   d) Keep accurate records

RATIONALE: In the Occupational Health and Safety Act, the responsibility for “taking every precaution reasonable in the circumstances for the protection of the worker” is known as the General Duty Clause. Even though employers’ legal responsibilities are for the overall health and safety of the workplace, and supervisors’ legal duties are more geared for day-to-day work, they both share this same general duty for the protection of workers.

5. Exposure to a designated substance may cause:
   a) Cancer
   b) Damage to organs
   c) Death
   d) All of the above

RATIONALE: Both short and long-term exposure to a designated substance can have serious potential health hazards. Exposure to designated substances must be limited or controlled, as it may result in permanent damage to the human organ system, various forms of cancer, and even death.

6. It is possible to be exposed to a designated substance without being aware of it.
   a) True
   b) False

RATIONALE: It is important to remember that not all dangers are out in the open—some may be hidden. In fact, we can come into contact with dangerous substances every day without even realizing it. Some workers encounter hazardous substances by surprise when performing routine tasks. Being aware of where you may encounter these substances can help keep you safe.

7. If you are exposed, or likely to be exposed, to a controlled product on the job, your employer must provide you with training in the safe use, handling, and storage of that product.
   a) True
   b) False
RATIONALE: WHMIS Regulation 860 s.7 (1) ensures that every worker who will come in proximity to a controlled product is instructed in the hazards, use, storage, handling, and disposal of the controlled product. Employers are required by the OHSA, s.42 (1) to educate workers who are likely to be exposed to a controlled product on the job.

8. Under WHMIS, workplace labels are required when:
   a) Products are transferred from its original supplier container into another container
   b) The supplier label is missing or illegible
   c) The product is produced in the workplace
   d) All of the above

RATIONALE: Labelling is a key element of the WHMIS standard. Almost all controlled products at any workplace will have a label on it. All labels must meet WHMIS standards, be clear, easy to read, and prominently displayed.

9. Match the WHMIS hazard symbol with the correct category:

   1.1 CLASS A – Compressed Gas
   1.2 CLASS B – Flammable & Combustible Material
   1.3 CLASS C – Oxidizing Materials
   1.4 CLASS D-1, D-2, D-3 – Poisonous & Infectious Materials
   1.5 CLASS E – Corrosive Material
   1.6 CLASS F – Dangerously Reactive Material

Symbols:

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RATIONALE: The Hazardous Products Act (HPA) states that a “controlled product” is any product, material or substance specified by the regulations made to be included in any of the WHMIS classes. Under the WHMIS regulation, hazardous materials are referred to as “Controlled Products”. WHMIS categorizes these controlled products into 6 classes, using 8 symbols.
10. Match the communication tool to the example of how it could be used in the workplace.

a) Observation Based Safety (OBS)  
   Before a worker begins a specific task, he/she takes one last look around to identify all potential hazards and asks the question to himself/herself: “What could happen while performing this task?”

b) Task Analysis Safety Card (TASC)  
   Before starting work, the work crew gathers to identify each step involved in the task they will be doing, and to identify the hazards and controls associated with each step.

c) Last Minute Risk Assessment (LMRA)  
   One worker requests permission from another worker to observe the work they are doing. They record their observations and share them with the worker.

RATIONALE: Using communication tools such as Observation Based Safety (OBS), Task Analysis Safety Card (TASC), and Last Minute Risk Assessment (LMRA) can help employers and workers share information and identify hazards. Being aware of the hazards around you may help you avoid at-risk behaviours such as rushing, using PPE incorrectly, and becoming complacent.

11. Which communication tool would an employer use if they wanted to measure and track safety performance in the workplace?

   a) Observation Based Safety (OBS)
   b) Task Analysis Safety Card (TASC)
   c) Last Minute Risk Assessment (LMRA)
   d) Tool box talks

RATIONALE: OBS is a process that’s integrated into the management system and relates to continuous improvement by measuring safety performance and tracking its progress. It is an effective process for improving safety awareness and creating a proactive safety culture.

12. TASC cards should be completed and/or re-evaluated:

   a) At the start of the shift
   b) After breaks
   c) When workplace circumstances change
   d) All of the above

RATIONALE: The purpose of a TASC card is to list each step involved in the task; all the hazards associated with each step; and then the controls that will be used to mitigate those hazards. TASC cards are intended to be filled out in the field where the work is being done, and to include all workers involved in the task so that you are more likely to identify ALL of the potential hazards. Because a variety of factors can affect the work environment throughout the day, the TASC card should be reviewed when returning to the job site after breaks and any time something about the job changes.
13. A benefit of Last Minute Risk Assessment (LMRA) is: (circle all that apply)

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<td>a)</td>
<td>It can help identify hazardous personal factors such as rushing, frustration, fatigue, and complacency</td>
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<td>b)</td>
<td>It always involves the whole crew</td>
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<td>c)</td>
<td>It can easily be applied to any situation</td>
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<td>d)</td>
<td>It does not require any paperwork</td>
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**RATIONALE:** A LMRA is a quick and easy verbal or mental check that can be done either with your crew or while working on your own for any type of job. Feeling rushed, frustrated or tired, or doing the job over and over again can lead to at-risk behaviour. A LMRA can help you work safely by refocusing on the task at hand.

14. The hazards associated with exposure to heat and humidity can be compounded by other factors, such as performing heavy physical work, wearing certain types of PPE, and taking certain medications.

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**RATIONALE:** Anyone can suffer from heat stress, even the young and the fit. In Ontario, heat stress is usually of greatest concern at the beginning of the summer season when people haven’t yet adjusted to the heat. Follow safe work practices, including staying hydrated and taking appropriate rest breaks, to keep yourself safe and healthy.

15. Your body may be suffering from heat stress if you experience:

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<td>a)</td>
<td>A red bumpy, itching rash</td>
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<td>b)</td>
<td>Painful cramps in your most worked muscles</td>
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<td>c)</td>
<td>Heavy sweating, nausea or vomiting</td>
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**RATIONALE:** The physical conditions caused by heat stress affect the body’s ability to cool itself. These conditions can range from minor disorders to severe disorders, each with their own set of causes, symptoms and treatment. It is important to be aware of the symptoms of heat stress so that you can seek immediate treatment when necessary.

16. Good housekeeping habits can be demonstrated by saving up all housekeeping issues until the end of the day.

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**RATIONALE:** Housekeeping is an ongoing task that needs to be done continuously throughout the day, not just at the day’s end. Poor housekeeping frequently contributes to accidents by hiding hazards that cause injuries. Cleaning and organizing must be done regularly to prevent workplace hazards. Everyone is responsible for maintaining a clean work space.
17. Before executing work with hazardous energy, the permit receiver is responsible for:
   a) Isolating, draining, depressurizing, and purging equipment of hazardous energy
   b) Establishing limits to create a safe work envelope
   c) Verifying with Operations that hazardous energy has been controlled or isolated
   d) None of the above

**RATIONALE:** Before the work can begin, a worker needs to verify that hazardous energy has been controlled. At least one qualified trade technician from each trade must apply a trade lock and information tag on the electrical isolation points. All workers have the right to apply a personal lock and confirm the effectiveness of the isolation points. All verification checks must be done in the presence of Operations.

18. A permit is a legal document which, by your signature, indicates that you have read, understood and agreed to abide by the conditions listed. Some items listed on a permit are:
   a) Description of work
   b) Permit type (Cold, Hot, Confined Space Entry)
   c) Gas testing
   d) Energy isolation points
   e) All the above

**RATIONALE:** There are many different types of permits. A permit is your license to work and needs to be understood prior to beginning work. By signing the permit, you are confirming that you have read, understood and agreed to abide by the listed conditions. If there is anything that you are unsure of check with your supervisor and/or Operations.

19. The following are examples of “Hot Work” (Circle all that apply):
   a) Valve adjustment
   b) **Welding**
   c) Flame cutting
   d) Brush painting
   e) Grinding

**RATIONALE:** A cold work permit is for work that cannot produce a source of ignition. A hot work permit is for work that may produce a source of ignition such as a spark or an open flame. Depending on the work being done additional permits may also be required, such as permits for entering a confined space or for excavations.

20. Friable asbestos poses a greater risk to human health than non-friable asbestos because friable fibres can be easily disturbed and released into the air we breathe.
   a) True
   b) False

**RATIONALE:** Friable asbestos can be crumbled, crushed, or pulverized by hand pressure and easily released into the environment. Non-friable asbestos fibres are locked or bound into the material itself but may be released through cutting or sanding activities.
21. Signs and coloured metal banding are two methods for identifying asbestos in the workplace.
What should you do if you’re not sure whether or not something contains asbestos?
   a) Try to crush a piece of material by hand to see if it crumbles
   b) Try to ignite it
   c) **Assume it is asbestos, do not disturb it, and contact your supervisor**
   d) Ask your co-workers if they know

**RATIONALE:** In the field, all known asbestos containing material (ACM) will be clearly identified, however, unknown ACM may still be present. If you are not sure whether or not something contains asbestos, assume it does and contact your supervisor. All plants that have ACM must maintain an Asbestos Management plan that documents the known ACM locations. These plans are available for your review.

22. If you are exposed to asbestos, you will definitely develop some form of lung cancer.
   a) True
   b) False

**RATIONALE:** The risk of developing any illness or disease from exposure to asbestos depends on a variety of factors such as the level and duration of the exposure; the age of the person at the time of exposure; whether or not the person smokes or has smoked tobacco products; and the type and size of the asbestos fibers. Asbestos has a latency period of 5 to 30 years or more.

23. Refractory Ceramic Fibres (RCFs) may be found in: (circle all that apply)
   a) Gaskets and seals
   b) Drywall compound
   c) Furnace liners
   d) Thermal insulation in industrial boilers

**RATIONALE:** In bulk form, RCFs are white or grey fibrous material, but they can also be manufactured into blanket form or even mixed into solid cast products. RCFs are commonly used in the steel, petrochemical, aerospace, and automotive industries.

24. The best way to protect yourself from exposure to Refractory Ceramic Fibres (RCFs) is by knowing where they are used in your workplace and wearing the appropriate personal protective equipment.
   a) True
   b) False

**RATIONALE:** Although there is no conclusive proof that RCFs can lead to cancer in humans, both the Canadian Environmental Protection Agency and the American Conference for Governmental Industrial Hygienists (ACGIH) list RCFs as “probable” and “suspected” human carcinogens respectively. The best course of action is to take reasonable precautions for your own safety.
25. If your work partner goes down in an H\textsubscript{2}S area, what should you do?
   a) Hold your breath
   b) Notify area personnel and contact the rescue team
   c) Quickly go in and rescue him or her
   d) All of the above

   **RATIONALE:** High concentrations of H\textsubscript{2}S, can kill you in seconds. Attempting to rescue your partner could be fatal to you. Contact the rescue team who is fully trained for such incidents and properly outfitted with personal protective equipment.

26. Which of the following are properties of H\textsubscript{2}S? (Circle all that apply)
   a) Colourless gas
   b) Highly flammable
   c) Rotten egg smell
   d) Lighter than air

   **RATIONALE:** H\textsubscript{2}S is an extremely toxic colourless gas. It is highly flammable, even explosive in some gas/air mixtures. It has a "rotten egg" smell at very low concentrations but this cannot always be detected. H\textsubscript{2}S gas is heavier than air. It collects in low-lying areas and poorly ventilated areas such as trenches, basements, sewers lines, and pits.

27. Ontario Regulation 213/91, Section 26 states that fall protection equipment is required when a worker could be exposed to the hazard of falling more than 3 meters (10 feet), but the Safety Partnership best practice is to use fall protection equipment when working above 1.8 meters (6 feet).
   a) True
   b) False

   **RATIONALE:** The Safety Partnership has gone above the standard of Ontario Regulation 213/91 s. 26 with the aim of reducing fatalities. While the OHSA requires workers to use fall protection equipment when working above 3 meters (10 feet), the Safety Partnership requires protections at 1.8 meters (6 feet). Make sure to use the appropriate fall protection equipment.

28. A section of the guardrail on the scaffold where you are working has been temporarily removed. What must you do to work safely?
   a) Stop work until the guardrail has been restored
   b) Tack on a couple of 2 x 4 boards over the open section
   c) Wear your fall protection equipment and tie off while you work
   d) Continue to work without fall protection equipment and try to avoid the open section

   **RATIONALE:** Guardrails are the best form of fall prevention because they prevent a fall from occurring. However, sometimes a section of a guardrail needs to be temporarily removed. The correct safe procedure is to don your fall protection equipment and tie off while you work in that area. Your fall protection gear will be your only means of protection when no guardrail is present.
29. A 3-tag system is used for scaffold inspections. What does the yellow tag mean?
   a) Not safe to use
   b) Okay to use with supervisor’s permission
   c) Must follow listed precautions before using
   d) Safe to use

RATIONALITY: It is important to understand the three tag system. A red inspection tag on a scaffold indicates that the scaffold is unsafe to use, and only the people who are qualified to erect and dismantle scaffolds may use a red-tagged scaffold. A yellow tag indicates the need for caution. Follow the precautions listed on the yellow tag prior to using the scaffold. The green tag means the scaffold is safe to use. If no tag is present, the scaffold must be treated as if it has a red tag.

30. When working off an extension ladder, which of the following rules need to be adhered to?
   a) For every 4 feet up place the ladder 1 foot out
   b) Extend the ladder 3 feet above the work platform
   c) Maintain 3 point contact
   d) All the above

RATIONALITY: Placing the ladder 1 foot out for every 4 feet up will make the appropriate angle so that your ladder doesn't slide out from underneath you or fall backwards while you climb. For better access and egress to the work platform, allow 3 feet to extend above to the work platform. The extra length acts as a railing to hold onto while climbing on and off the ladder. Always maintain 3 points of contact while climbing up and down the ladder and also while working off it. If you are working off a ladder with both hands, then your 3rd point of contact would be a tie off point to an adequate anchor point.

31. Which of the following are significant hazards to drivers, not only on public roads but also on company work sites?
   a) Hidden intersections
   b) Following too closely
   c) Cyclists driving in areas meant for pedestrians
   d) Railway crossings
   e) All of the above

RATIONALITY: You may come across these hazards while operating any type of vehicle on the job, whether on municipal/provincial roadways or roadways inside plant property. Pay particular attention when approaching these hazards.

32. In order to minimize distractions while driving, the driver should:
   a) Adjust seat, mirrors, and climate controls prior to operating the vehicle
   b) Only answer the phone while driving if it is an emergency
   c) Pull the vehicle over safely to the side of the road before responding to a text
   d) (a) and (c) only
   e) All of the above
RATIONALE: A driver’s first responsibility is the safe operation of the vehicle. Engaging in any secondary activity which takes the operator’s attention away from driving is deemed unsafe.

33. Ergonomic hazards can lead to what type of injuries/illnesses?
   a) Chemical burns
   b) Sprains and strains to joints, muscles, ligaments and tendons
   c) Slip and fall injuries
   d) Lacerations and amputations

RATIONALE: Ergonomic hazards can lead to injuries of the musculoskeletal system. These may include such injuries as herniated discs, tendonitis, carpal tunnel syndrome, and sprains and strains to muscles, tendons and ligaments. These health effects are collectively referred to as Musculoskeletal Disorders (MSD).

34. What is Ergonomics?
   a) The science of designing equipment and devices to fit the worker to the work
   b) The science of designing equipment and devices to fit the work to the worker
   c) Making your computer desk fit to your comfort
   d) Having an ergonomic chair at your desk
   e) All of the above

RATIONALE: Ergonomics studies the relationship between the work and the worker. It covers all aspects of a job, from the physical stresses it places on the body to the environmental factors that can affect general comfort and health.

35. Which of the following options are effective methods for protecting yourself from cold stress? (Circle all that apply)
   a) Wearing a warm hat
   b) Wearing several layers of clothing
   c) Consuming caffeinated beverages to boost your energy
   d) Assessing the air temperature, the wind speed, and the humidity level
   e) All the above

RATIONALE: A hat can help prevent up to 50% of the body’s heat loss while clothing layers trap heat close to the body. Caffeine contributes to dehydration, which affects the body’s ability to function properly, and should be avoided.

36. Which factors must be assessed when planning for work in cold environments?
   a) Air temperature, wind direction, and humidity
   b) Air temperature, wind speed, and humidity
   c) Wind direction and humidity
   d) Air temperature and wind speed
RATIONALITY: Three conditions affect a person’s response to cold: air temperature, wind speed, and humidity. When planning for work in cold environments all three factors must be assessed in order to limit exposure to extreme cold.

37. Slips, trips, and falls are caused ONLY by physical conditions such as poor housekeeping, wet or slippery surfaces, poor lighting, environmental factors, or a change in surface elevation or texture.
   a) True
   b) False

RATIONALITY: The first step in preventing falls is to be aware of your surroundings and identify all the potential slip, trip and fall hazards for every job you do. While paying close attention to the physical hazards that surround you is important, personal factors such as inappropriate footwear, not being aware of your surroundings, rushing, taking short cuts, and texting while walking can also lead to slips, trips, and falls. According to the WSIB, falls at the same level are the 3rd leading cause of lost-time injuries in Ontario.

38. If you can’t fix a slip, trip, or fall hazard on your own, you must report the hazard to your supervisor.
   a) True
   b) False

RATIONALITY: Under the Occupational Health and Safety Act, s.28.1(c) (d), any worker who is aware of a hazard has a responsibility to report it to his or her supervisor. Your supervisor can help keep the workplace safe by fixing any hazards and providing the proper equipment around the jobsite to make it easy for workers to keep the site clean and organized.

39. For a fully or partially enclosed space to be designated as a confined space under the Occupational Health & Safety Act, it must meet only ONE of the following conditions:
   i. not designed and constructed for continuous human occupancy, and
   ii. in which atmospheric hazards may occur because of its construction, location or contents or because of work that is done in it
   a) True
   b) False

RATIONALITY: Section 1 of Regulation 632/05 for Confined Spaces states that both of these conditions must be met for a partially or fully enclosed space to be considered a confined space for most workplaces covered under that Occupational Health & Safety Act.

40. A safety attendant shall not enter a confined space at any time:
   a) True
   b) False
RATIONALE: Section 15(2) of the Confined Spaces regulation states that no attendant shall enter a confined space at any time. The attendant’s role is to monitor the safety of the worker inside; to provide assistance to him or her from outside the confined space; and to summon an adequate rescue response if required.