

# City of Belleville Fire Department

Number: 3015

**POLICY:**

It is the policy of the Belleville Fire Department that a standard procedure for maintaining records of all personnel that suspect or have been exposed to any biological, chemical or physical agents that have potential to result in immediate or future illness.

**Date S.O.G. Comes Into Effect:** July 3, 2006

**Date S.O.G. Revised:** May 2, 2017

**Date Committee Approved S.O.G. :** May 3, 2006

Page 1 of 3

---

## GUIDELINE

**1:00 Purpose:**

1:01 To protect all personnel's health and safety from exposures to biological, chemical or physical agents.

**2:00 Procedures:**

2:01 Any personnel that has attended an emergency incident involving biological, chemical or physical agents has the potential of being exposed. These exposures over a career could result in an illness or disease long after the time of exposure.

2:02 WSIB does not maintain records for occupational exposures that do not result in a lost time injury and medical aid is not sought.

2:03 Any real or suspected exposure of any personnel shall be recorded on the "Belleville Fire Department Exposure Report". (Copy attached with this S.O.G.)

THIS GUIDELINE IS NOT EXPECTED TO SUBSTITUTE FOR GOOD JUDGEMENT AND EXPERIENCE UNDER UNUSUAL CONDITIONS.

2:04 Any personnel that may or suspect they have been exposed should obtain a copy of the “Belleville Fire Department Exposure Report” from the Captain / Officer in charge. Submit the original completed report to the Deputy Fire Chief and a copy should be kept by the individual completing the report.

2:04 The intent of this reporting system is to develop and maintain an accurate record of exposures to personnel through their careers. Without a record of these exposures, it would be impossible to determine if the illness or disease was caused by workplace exposures.

3:00 **Scope:**

3:01 It shall be the responsibility of the Captain/ Officer in charge of each shift to ensure that this guideline is explained and followed.

3:02 It shall be the responsibility of **all employees** to understand and adhere to this guideline.

THIS GUIDELINE IS NOT EXPECTED TO SUBSTITUTE FOR GOOD JUDGEMENT AND EXPERIENCE UNDER UNUSUAL CONDITIONS.