
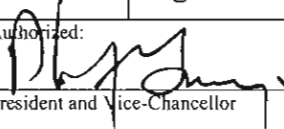
 McMaster University Risk Management Manual	RMM # 315.	Date: Feb 2009 Page:1 of 5
	Title: Explosive Actuated Tools Safety Program	
Submitted: Risk Management Support Group	Approved:  Vice President, Administration	Authorized:  President and Vice-Chancellor

1 PURPOSE

- 1.1 To state the McMaster University policy regarding the use of explosive-actuated tools on University property.
- 1.2 To ensure compliance with the Occupational Health and Safety Act.

2 SCOPE

- 2.1 All individuals (staff and contractors) involved in construction and/ or renovation projects on McMaster University property or facilities.


3 RELATED DOCUMENTS

- 3.1 Occupational Health and Safety Act, R.S.O. 1990
- 3.2 O. Reg.851, R.R.O. 1990, Industrial Establishments, Sections 36, 37, 38
- 3.3 O. Reg. 213 / 91, Construction Projects, Sections 117-121
- 3.4 O. Reg. 145/00 Regulation to Amend O. Reg. 213/91, Construction Projects
- 3.5 Program # 111 – Contracting Work Safety – Due Diligence
- 3.6 CSA/CAN3-Z166-M85 Power Actuated Fastening Tools

4. PROHIBITION POLICY

- 4.1 It is the policy of McMaster University that the use of explosive-actuated tools on University owned property shall be permitted to be used ONLY by pre-qualified contractor(s), and the pre-qualified contractor(s) shall submit a written request for permission of such use to the manager responsible for the project work. This written request shall include proof of certificate of completed training for their employees on the explosive-actuated tools by the supplying agent of the manufacture. This certificate will be filed with Facility Services at McMaster University.

Facility Services workers and University staff are prohibited from the use of explosive-actuated tools on University owned property.

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It shall be noted compressed gas or pneumatic tool(s) will be permitted to be used by Facility Services workers, and workers shall have proof of certificate of training.

5 DEFINITIONS

- 5.1 **Compressed Gas or Pneumatic Tool** – an air-driven mechanism, ie. gun, to launch the projectile used in construction
- 5.2 **Constructor** – means a person who undertakes a project for an owner and includes an owner who undertakes all or part of a project by himself or by more than one employer.
- 5.3 **Employer**- A person who employs one or more workers or contracts for the services of one or more workers and includes a contractor or subcontractor who performs work or supplies services and a contractor or subcontractor who undertakes with the owner, constructor, contractor or subcontractor, to perform work or supply services.
- 5.4 **Ensure** – take every reasonable precaution to achieve the stated objective.
- 5.5 **Explosive-Actuated Tool** – a hand tool which uses a powder charge to fix a fastener into hard materials such as concrete, steel and masonry. Also called powered-actuate tools.
- 5.6 **Shall**—a legal term meaning must.
- 5.7 **Supervisor** – Person who has charge of a workplace or authority over a worker.
- 5.8 **Authorized Persons** – Individuals who have been trained and certified as being competent to work safely on a specific machine or tool
- 5.9 **Worker**- a worker is a person who has entered into or is employed under a contract of service or apprenticeship, written, oral, express or implied, manual labour or otherwise
- 5.10 **Acronyms**

JHSC – Joint Health and Safety Committee


CJHSC – Central Joint Health and Safety Committee

EOHSS – Environmental and Occupational Health Support Services

OHSA - Occupational Health and Safety Act

RMSG – Risk Management Support Group (EOHSS, Faculty of Health Sciences Safety Office, Employee Health Services, Senior Health Physicist, Workplace Health and Benefits, Parking and Security Services and Director of Workplace Health and Benefits)

FHSc – Faculty of Health Science Safety Office

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6 RESPONSIBILITIES

6.1 Role of Senior Managers (Directors / Deans / Chairs / Department Managers):

Senior Managers shall:

- provide the resources and direction necessary to support and maintain an effective Explosive-Actuated Tools Safety Program.

6.2 Facility Services / Other Departments Issuing Contracts for Construction Projects and/or Facilities and Equipment Repairs and Renovations.


Facility Services Department and Other Departments shall:

- ensure that the McMaster University Program on the use of explosive activated tools is communicated to all contractors and clearly indicated in all relevant contract documents;
- ensure the project manager(s) received(s) from the pre-qualified contractor(s) submission of written permission, including proof of certificate of completed training on the explosive-actuated tools by the supplying agent of the manufacture;
- ensure written approval or denial is provided to the contractor(s);
- ensure unspent cartridges and shells are stored and disposed of by the contractor(s);
- contractor(s) shall not store or dispose of unspent cartridges and shells on University owned property;
- ensure the contractor(s) is responsible for the security of the tool(s) and associated material;
- ensure Facility Services workers DO NOT use explosive-actuated tools on University owned property; and
- NOTE: ensure Facility Services workers using compressed gas or pneumatic tool(s) receive appropriate training and certification.

6.3 Contractors:

Contractors and Sub-contractors shall:

- ensure that the condition outlined in their contract with McMaster University regarding the use of Explosive-Actuated Tools is strictly enforced while working on McMaster University property;
- ensure the project manager(s) is provided from the pre-qualified contractor(s) a submission of written permission to use the tool(s) on the project job and provide proof of certificate of completed training for their employees on the explosive-actuated tools by the supplying agents of the manufacture;

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- ensure their training and maintenance program for an explosive-actuated tool meets CSA/CAN3-Z166-M85 or ANSI 10.3-1995;
- ensure written approval is received prior to work commencing;
- not use, explosive-actuated tool if a denial is issued;
- unspent cartridges and/or shells shall not be stored or disposed of on University owned property;
- ensure the security of the tool(s) and material; and
- ensure the tool(s) and material are not left unattended.

6.4 **Role of Supervisors:**

Supervisors shall:

- ensure explosive-actuated tools are not stored on University owned property;
- ensure the project manager(s) provided written approval to the pre-qualified contractor(s) to use the tool on University owned property;
- ensure Facility Services workers DO NOT use explosive-actuated tools on University owned property; and
- NOTE: ensure Facility Services workers using compressed gas or pneumatic tool(s) receive appropriate training and certification.

6.5 **Role of Authorized Worker:**


Authorized Workers shall:

- be informed of the program on the use and non storage of explosive-actuated tools on McMaster University owned property by pre-qualified contractors;
- be trained on the requirements of the McMaster Program for Explosive Actuated Tools;
- be informed that Facility Services staff are prohibited from using the explosive-actuated tool(s) on University owned property; and
- Facility Services staff may use the compressed gas or pneumatic power tool on University owned property but shall be required to have proof of certificate of training.

6.6 **Role of the Risk Management Support Group**

The RMSG shall:

- conduct annually audit of the effectiveness of the Explosive-Actuated Tools Safety Program.

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6.7 **Role of the Joint Health and Safety Committee**

The JHSC shall:

- assess the effectiveness of the program as part of the safety inspection process; and
- report to the Central JHSC any findings from their assessment.

6.8 **Role of the Central Joint Health and Safety Committee:**

The CJHSC shall:

- review and make comment on the Explosive Actuated Tools Safety Program on an annual basis; and
- review any reports from the JHSC and make recommendations where appropriate.