



Air Sampling

Introduction

The Park West School Division (the division) shall as much as is reasonably practicable ensure that all Division workplaces have appropriate air quality and the air is adequately ventilated. The division is committed to making certain that any mechanical ventilation system designed to re-circulate air in any division buildings will remove particulate and gaseous contaminants through an air cleaning system. That air cleaning system shall be designed, installed and maintained to protect the safety and health of all employees. The division shall ensure that any contaminants or impurities in the air are prevented from accumulating in the workplace.

Procedure

A number of locations throughout the division will be selected to have an air quality sample taken on an annual basis. The criteria for selecting which schools or building to have the air quality sample performed will be based on:

1. Any identified concerns regarding air quality from the staff throughout the year.
2. Any identified air quality concerns identified from Management throughout the year.
3. At the discretion of the Supervisor of Maintenance.

This process will be outsourced to a competent and licensed contractor designated by the division's Health and Safety Officer.

The records of the air samples shall be maintained at the School Division Office by the division's Health and Safety Officer.

Conclusion/Review

The divisional Workplace Safety & Health committee will formally review the Safety & Health program every three years. The air quality sample procedure shall be a part of this review. A review of the program will commence sooner if there are changes in the workplace that may affect the safety and health of the employees.