COR/2018/01282

June 14, 2018

Dear [Name]

Re: Your request for access to information under Part II of the Access to Information and Protection of Privacy Act (Our File: TW/158/2017)

On December 18, 2017, Department of Transportation and Works received your request for access to the following records:

Information on the lack of exit from the second floor of the control house to the outside on the Sir Ambrose Shea Lift Bridge on Placentia Gut, and the use of access scaffolding and ladder(s) to provide exits to ground in front of control house.

I am pleased to inform you that a decision has been made by the Deputy Minister of Transportation and Works to provide access to some of the requested information.

Access to the remaining records, and/or information contained within the records, has been refused in accordance with the following exceptions to disclosure, as specified in the Access to Information and Protection of Privacy Act (the Act):

Subsection 40(1) - The head of a public body shall refuse to disclose personal information to an applicant where the disclosure would be an unreasonable invasion of a third party's personal privacy.

As required by 8(2) of the Act, we have severed information that is unable to be disclosed and have provided you with as much information as possible. In accordance with your request for a copy of the records, the appropriate copies have been enclosed.

Please be advised that you may appeal this decision and ask the Information and Privacy Commissioner to review the decision to provide partial access to the requested information, as set out in section 42 of the Act (a copy of this section of the Act has been enclosed for your reference). A request to the Commissioner must be made in writing within 15 business days of

P.O. Box 8700, St. John's, NL, Canada, A1B 4J6
the date of this letter or within a longer period that may be allowed by the Commissioner. Your appeal should identify your concerns with the request and why you are submitting the appeal.

The appeal may be addressed to the Information and Privacy Commissioner is as follows:

Office of the Information and Privacy Commissioner
2 Canada Drive
P. O. Box 13004, Str. A
St. John's, NL, A1B 3V8
Telephone: (709) 729-6309
Toll-Free: 1-877-729-6309
Facsimile: (709) 729-6500

You may also appeal directly to the Supreme Court Trial Division within 15 business days after you receive the decision of the public body, pursuant to section 52 of the Act (a copy of this section of the Act has been enclosed for your reference).

Please be advised that responsive records will be published following a 72 hour period after the response is sent electronically to you or five business days in the case where records are mailed to you. It is the goal to have the responsive records posted to the Completed Access to Information Requests website within one business day following the applicable period of time. Please note that requests for personal information will not be posted online.

If you have any further questions, please contact me by telephone at (709) 729-5313 or by email at Deanne Adams@gov.nl.ca.

Sincerely,

[Signature]

Deanne Adams
ATIPP Coordinator
Department of Transportation and Works
Enclosures
Disclosure harmful to personal privacy

40. (1) The head of a public body shall refuse to disclose personal information to an applicant where the disclosure would be an unreasonable invasion of a third party's personal privacy.

(2) A disclosure of personal information is not an unreasonable invasion of a third party's personal privacy where

(a) the applicant is the individual to whom the information relates;

(b) the third party to whom the information relates has, in writing, consented to or requested the disclosure;

(c) there are compelling circumstances affecting a person's health or safety and notice of disclosure is given in the form appropriate in the circumstances to the third party to whom the information relates;

(d) an Act or regulation of the province or of Canada authorizes the disclosure;

(e) the disclosure is for a research or statistical purpose and is in accordance with section 70;

(f) the information is about a third party's position, functions or remuneration as an officer, employee or member of a public body or as a member of a minister's staff;

(g) the disclosure reveals financial and other details of a contract to supply goods or services to a public body;

(h) the disclosure reveals the opinions or views of a third party given in the course of performing services for a public body, except where they are given in respect of another individual;

(i) public access to the information is provided under the Financial Administration Act;

(j) the information is about expenses incurred by a third party while travelling at the expense of a public body;

(k) the disclosure reveals details of a licence, permit or a similar discretionary benefit granted to a third party by a public body, not including personal information supplied in support of the application for the benefit;

(l) the disclosure reveals details of a discretionary benefit of a financial nature granted to a third party by a public body, not including

(i) personal information that is supplied in support of the application for the benefit, or

(ii) personal information that relates to eligibility for income and employment support under the Income and Employment Support Act or to the determination of income or employment support levels; or
(m) the disclosure is not contrary to the public interest as described in subsection (3) and reveals only the following personal information about a third party:

(i) attendance at or participation in a public event or activity related to a public body, including a graduation ceremony, sporting event, cultural program or club, or field trip, or

(ii) receipt of an honour or award granted by or through a public body.

(3) The disclosure of personal information under paragraph (2)(m) is an unreasonable invasion of personal privacy where the third party whom the information is about has requested that the information not be disclosed.

(4) A disclosure of personal information is presumed to be an unreasonable invasion of a third party's personal privacy where

(a) the personal information relates to a medical, psychiatric or psychological history, diagnosis, condition, treatment or evaluation;

(b) the personal information is an identifiable part of a law enforcement record, except to the extent that the disclosure is necessary to dispose of the law enforcement matter or to continue an investigation;

(c) the personal information relates to employment or educational history;

(d) the personal information was collected on a tax return or gathered for the purpose of collecting a tax;

(e) the personal information consists of an individual's bank account information or credit card information;

(f) the personal information consists of personal recommendations or evaluations, character references or personnel evaluations;

(g) the personal information consists of the third party's name where

(i) it appears with other personal information about the third party, or

(ii) the disclosure of the name itself would reveal personal information about the third party; or

(h) the personal information indicates the third party's racial or ethnic origin or religious or political beliefs or associations.

(5) In determining under subsections (1) and (4) whether a disclosure of personal information constitutes an unreasonable invasion of a third party's personal privacy, the head of a public body shall consider all the relevant circumstances, including whether

(a) the disclosure is desirable for the purpose of subjecting the activities of the province or a public body to public scrutiny;
(b) the disclosure is likely to promote public health and safety or the protection of the environment;

(c) the personal information is relevant to a fair determination of the applicant's rights;

(d) the disclosure will assist in researching or validating the claims, disputes or grievances of aboriginal people;

(e) the third party will be exposed unfairly to financial or other harm;

(f) the personal information has been supplied in confidence;

(g) the personal information is likely to be inaccurate or unreliable;

(h) the disclosure may unfairly damage the reputation of a person referred to in the record requested by the applicant;

(i) the personal information was originally provided to the applicant; and

(j) the information is about a deceased person and, if so, whether the length of time the person has been deceased indicates the disclosure is not an unreasonable invasion of the deceased person's personal privacy.
Access or correction complaint

42. (1) A person who makes a request under this Act for access to a record or for correction of personal information may file a complaint with the commissioner respecting a decision, act or failure to act of the head of the public body that relates to the request.

(2) A complaint under subsection (1) shall be filed in writing not later than 15 business days

(a) after the applicant is notified of the decision of the head of the public body, or the date of the act or failure to act; or

(b) after the date the head of the public body is considered to have refused the request under subsection 16 (2).

(3) A third party informed under section 19 of a decision of the head of a public body to grant access to a record or part of a record in response to a request may file a complaint with the commissioner respecting that decision.

(4) A complaint under subsection (3) shall be filed in writing not later than 15 business days after the third party is informed of the decision of the head of the public body.

(5) The commissioner may allow a longer time period for the filing of a complaint under this section.

(6) A person or third party who has appealed directly to the Trial Division under subsection 52 (1) or 53 (1) shall not file a complaint with the commissioner.

(7) The commissioner shall refuse to investigate a complaint where an appeal has been commenced in the Trial Division.

(8) A complaint shall not be filed under this section with respect to

(a) a request that is disregarded under section 21;

(b) a decision respecting an extension of time under section 23;

(c) a variation of a procedure under section 24; or

(d) an estimate of costs or a decision not to waive a cost under section 26.

(9) The commissioner shall provide a copy of the complaint to the head of the public body concerned.
Direct appeal to Trial Division by an applicant

52. (1) Where an applicant has made a request to a public body for access to a record or correction of personal information and has not filed a complaint with the commissioner under section 42, the applicant may appeal the decision, act or failure to act of the head of the public body that relates to the request directly to the Trial Division.

(2) An appeal shall be commenced under subsection (1) not later than 15 business days

(a) after the applicant is notified of the decision of the head of the public body, or the date of the act or failure to act; or

(b) after the date the head of the public body is considered to have refused the request under subsection 16 (2).

(3) Where an applicant has filed a complaint with the commissioner under section 42 and the commissioner has refused to investigate the complaint, the applicant may commence an appeal in the Trial Division of the decision, act or failure to act of the head of the public body that relates to the request for access to a record or for correction of personal information.

(4) An appeal shall be commenced under subsection (3) not later than 15 business days after the applicant is notified of the commissioner’s refusal under subsection 45 (2).
From: Morrissey, John
Sent: Wednesday, July 26, 2017 2:06 PM
To: Jewers, Gregory
Subject: Placentia Lift bridge Control House Drawings
Attachments: 62-12TSBS36 Control House Structural Details REV 1.pdf; 62-12TSB Placentia Lift Bridge - Issued for Construction Drawings A4 to A7 Control House details.pdf
Potential copyright material

If you wish to obtain a copy please contact the ATIPP Office at (709) 729-7072 or atippoffice@gov.nl.ca.
Walsh, Frank

From: Fitzgerald, Barry
Sent: Monday, July 31, 2017 10:03 AM
To: Jewers, Gregory
Subject: FW: Placentia area
Attachments: Emergency Response Plan - Blank.docx

See Attachment 1 at end of records

Greg,

Can you include this update as part of your review of the Emergency Preparedness section of the OHS Manual that you did and send me the revised copy?

Thanks,
Barry

From: Pike, Selma
Sent: Thursday, July 27, 2017 10:54 AM
To: Supervisor, Whitbourne
Cc: Fitzgerald, Barry
Subject: Placentia area

Gord,

Just a few notes from my visit to the area on Tuesday.

Placentia Lift bridge:
- No written working alone procedure in place. There is an emergency response plan completed and posted on the wall.
- They need a new first aid kit. Gord can you see about getting one for the building?
- They do not complete hazard assessments
- The guy working mentioned about no fire escape on the top level. I brought it to the attention of our fire protection officer and he is checking out the regulations.

Should you need further clarification or assistance you can certainly contact me. Have a great weekend.

Selma

*Selma Pike*
*Occupational Health and Safety Consultant*
*Corporate Safety Division*
*Dept. of Transportation and Works*
From: Jewers, Gregory
Sent: Wednesday, August 23, 2017 1:57 PM
To: Jewers, Gregory
Subject: Lift Bridge
Attachments: IMG_20170814_120553.jpg; IMG_20170814_115200.jpg; IMG_20170814_115155.jpg; IMG_20170814_115149.jpg; IMG_20170814_115111.jpg; IMG_20170814_115108.jpg

Sent from my BlackBerry 10 smartphone on the Bell network.
Potential copyright material

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Sent from my BlackBerry 10 smartphone on the Bell network.
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If you wish to obtain a copy please contact the ATIPP Office at (709) 729-7072 or atippoffice@gov.nl.ca.
Walsh, Frank

From: Jewers, Gregory
Sent: Wednesday, August 23, 2017 1:59 PM
To: Jewers, Gregory
Subject: Lift 3
Attachments: IMG_20170814_121151.jpg; IMG_20170814_121137.jpg; IMG_20170814_120919.jpg;
            IMG_20170814_120814.jpg

Sent from my BlackBerry 10 smartphone on the Bell network.
Potential copyright material

If you wish to obtain a copy please contact the ATIPP Office at (709) 729-7072 or atippoffice@gov.nl.ca.
Duplicates of previous photos

GReg

“This email and any attached files are intended for the sole use of the primary and copied addressee(s) and may contain privileged and/or confidential information. Any distribution, use or copying by any means of this information is strictly prohibited. If you received this email in error, please delete it immediately and notify the sender.”
Greg

“This email and any attached files are intended for the sole use of the primary and copied addressee(s) and may contain privileged and/or confidential information. Any distribution, use or copying by any means of this information is strictly prohibited. If you received this email in error, please delete it immediately and notify the sender.”
From: Jewers, Gregory
Sent: Thursday, August 24, 2017 10:23 AM
To: Forward, Steven L
Subject: Lift Bridge Pic
Attachments: IMG_20170814_120658.jpg  Duplicate of previous photo

Greg
Walsh, Frank

From: Jewers, Gregory
Sent: Friday, August 25, 2017 3:22 PM
To: Barry, Jim
Subject: RE: Placentia Lift Station

I was talking to him this afternoon.

Thanks Jim

Greg

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From: Barry, Jim
Sent: Friday, August 25, 2017 11:32 AM
To: Jewers, Gregory
Cc: Mayne, David
Subject: Placentia Lift Station

Hello Greg,

I spoke with David Mayne this morning and asked for him to view the pictures. It would be great if you could give David a call and get his perspective (729-3517). A visit from one of his Technical Inspectors would help you in resolving this moving forward. The Fire Commissioner’s Office, Chief Electrical Officer and you are speaking from the same page; like to see them present an argument after that.

Take care,

Jim Barry, Fire Protection Officer I
Fire and Emergency Services
Department of Municipal Affairs and Environment
25 Hallett Crescent
P.O. Box 8700
St. John’s, NL A1B 4J6
t 709.729.1608
f 709.729.2524
e jimbarry@gov.nl.ca
www.gov.nl.ca/fes

We can practice leadership principles, but the one true way to learn them is to lead! (Judy Columbus)
From: Fitzgerald, Barry
Sent: Monday, September 11, 2017 4:12 PM
To: Jewers, Gregory
Subject: FW: Placentia area
Attachments: Emergency Response Plan - Blank.docx

See Attachment 1 at end of records

FYI..........

Barry

From: Pike, Selma
Sent: Thursday, July 27, 2017 10:54 AM
To: Supervisor, Whitbourne
Cc: Fitzgerald, Barry
Subject: Placentia area

Gord,

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- They do not complete hazard assessments
- The guy working mentioned about no fire escape on the top level. I brought it to the attention of our fire protection officer and he is checking out the regulations.

Should you need further clarification or assistance you can certainly contact me. Have a great weekend.

Selma

Selma Pike
Occupational Health and Safety Consultant
Corporate Safety Division
Dept. of Transportation and Works
709 635-4113 (W)
709 636-9124 (C)
709 635-2285 (F)
pikes@gov.nl.ca
Walsh, Frank

From: Jewers, Gregory  
Sent: Wednesday, September 13, 2017 8:55 AM  
To: Casey, Sean M  
Subject: FW: Placentia area  
Attachments: Emergency Response Plan - Blank.docx  

See Attachment 1 at end of records

FYI

Greg Jewers  
Fire Protection Officer  
Department of Transportation and Works  
Government of Newfoundland and Labrador  
P.O. Box 8700  St. John’s, NL, A1B 4J6  
PH: 709.729.3024  Fax: 709.729.6463  
e-mail: gregoryjewers@gov.nl.ca

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Occupational Health and Safety Consultant  
Corporate Safety Division  
Dept. of Transportation and Works  
709 635-4113 (W)  
709 636-9124 (C)  
709 635-2285 (F)  
pikes@gov.nl.ca
Frank Walsh

From: Jones, Matthew
Sent: Monday, September 18, 2017 1:03 PM
To: Jewers, Gregory
Subject: FW: Placentia Lift Bridge Building - Scaffolding
Attachments: Scaffolding - Setup Report - Sept 16, 2017.pdf; IMG_20170916_120740.jpg; IMG_20170916_120753.jpg; IMG_20170916_120841.jpg; IMG_20170916_120843.jpg; IMG_20170916_121208.jpg; IMG_20170916_121202.jpg

Greg

FYI regarding the scaffolding

Can you please ask the Fire Commissioners Office as well as the Chief Electrical Inspector regarding their expectations of TW and a timeline that we must correct the issues in this building

Thanks
Matthew

Newfoundland Labrador

Matthew Jones
Area Manager (A)
Building Operations
Transportation and Works
T: 709.729.5091
C: 709.685.0632
F: 709.729.0036

From: Jones, Matthew
Sent: Monday, September 18, 2017 9:11 AM
To: Swift, Fred
From: Hallett, Natalie
Subject: RE: Placentia Lift Bridge Building - Scaffolding

Fred

I visited the Placentia Lift Bridge Building on Saturday while the contractor was installing the scaffolding. It was almost completed when I left, I attached pictures of what I observed as well as the installation report that I received this morning.

Please advise if you require anything further

Matthew
From: Swift, Fred  
Sent: Friday, September 15, 2017 7:40 AM  
To: Hallett, Natalie; Jones, Matthew  
Subject: Re: Placentia Lift Bridge Building - Temporary Extension Ladder  

Great, hopefully everything will go smoothly. I'll be out there Tuesday.

Sent from my BlackBerry 10 smartphone on the Bell network.

From: Hallett, Natalie  
Sent: Thursday, September 14, 2017 11:40 PM  
To: Jones, Matthew; Swift, Fred  
Subject: RE: Placentia Lift Bridge Building - Temporary Extension Ladder  

Thank you both for getting a timely temporary solution. It really is greatly appreciated.

From: Jones, Matthew  
Sent: Thursday, September 14, 2017 11:37 PM  
To: Swift, Fred <fredswift@gov.nl.ca>  
Cc: Hallett, Natalie <NatalieHallett@gov.nl.ca>  
Subject: Placentia Lift Bridge Building - Temporary Extension Ladder  

Fred  

Thank you for making time to meet with Greg Jewers and myself in Placentia this afternoon, your assistance and advise was greatly appreciated and very useful.

I have the Temporary Extension Ladder secured to the building with strapping and screws, please see the attached pictures. I had a site meeting this evening with the tube and clamp scaffolding vendor to explain the requirements, the scaffolding has been ordered, when I hear from the vendor tomorrow, I will advise you of the installation time and forward pictures once I inspect.

Regards  
Matthew
### Scaffold Turnover Report

- **Plant Location:** 
- **Job Location:** Placentia Lift Bridge
- **Job Description:** Erect Scaffold as per Client Request
- **Job no.:** 17041
- **Date:** September 16, 17
- **Time:**

#### Inspection Checklist

<table>
<thead>
<tr>
<th>No.</th>
<th>Item Description</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Scaffold erected directly supervised by a competent person.</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Scaffold meets Legislated safety requirements.</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Scaffold erected according to engineered drawings.</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Conditions identified in the Pre-Work Hazard Assessment have been provided for.</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Sills are properly placed and of adequate size and bearing for the conditions.</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Screwjacks/base plates are used to level the scaffold and are in contact with the sills.</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Screwjacks extensions are less than 18° and are in contact with the leg.</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Brackets and accessories are properly placed.</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>The scaffold is straight, level and plumb in all directions.</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>The scaffold is properly tied off to the structure or buttressed.</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>The free standing height does not exceed the legislated minimum base dimension.</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>The scaffold is free of all make-shift devices or ladders to increase the height.</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>All scaffolding components are present, tight, secure and properly braced.</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>Planks overlap a minimum of 12&quot;, extending 6&quot; beyond the support.</td>
<td>✓</td>
<td>NA</td>
</tr>
<tr>
<td>15</td>
<td>Decking is installed at the levels required.</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>Decking materials are securely fastened in place.</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>Working level platforms are fully decked between the guardrails.</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>18</td>
<td>Vertical ladder(s)/cages are firmly installed or proper access to the working area is provided.</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>19</td>
<td>Guardrails, mid-rails and toeboards are installed at each working levels.</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>20</td>
<td>Overhead protection is installed if required.</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>21</td>
<td>Rolling scaffold castors are locked and outriggers are fully extended.</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>22</td>
<td>Contractor is responsible for tie-down locations when unable to use structures</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>23</td>
<td>The contractor has been instructed in the safe use of the scaffolding.</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>24</td>
<td>The appropriate tag has been installed at the access points of the scaffold.</td>
<td>✓</td>
<td></td>
</tr>
</tbody>
</table>

The erection of the scaffold rented or sold to you has been completed. A walk through inspection with one of your supervisory personnel is necessary to confirm that the scaffold meets your requirements and specifications. Signing this document confirms that all of the requirements and specifications have been met and the scaffold has been accepted.

If at any time you have any question regarding the safe use of this equipment, contact your Safway representative immediately. It is mandatory that all personnel using the scaffolding be properly trained in its use. All scaffolds are rated to 60 Kms winds gusts only and is the responsibility of the client to ensure this is adhere to.

---

**Safway's Representative:**

**Signature:**

**Date (DD/MM/YY):** 16/09/17

---

**Customer Representative:**

**Signature:**

**Date (DD/MM/YY):** 16/09/17
Potential copyright material

If you wish to obtain a copy please contact the ATIPP Office at (709) 729-7072 or atippoffice@gov.nl.ca.
Where did the ladder go? LOL

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Newfoundland Labrador

Matthew Jones
Area Manager (A)
Building Operations
Transportation and Works
T: 709.729.5051
C: 709.685.0632
F: 709.729.0036

From: Swift, Fred
Sent: Friday, September 15, 2017 7:40 AM
To: Hallett, Natalie; Jones, Matthew
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F: 709.729.0036
Derek,

A follow up to our conversation on Thursday, please be advised that an emergency exit has been temporary installed out of the second floor through a window out onto a deck with a ladder attached. Please see pictures attached. The electrical room has been clear out and the removal of the refrigerator, stove, lockers, water bottles, storage and microwave have been removed from that area. As discussed the bed upstairs have also been removed from the building, as sleeping is not permitted. The next step is to separate the electrical room from the upstairs control room and install an exterior door of the second floor with a set of exterior stairs for staff to access their workplace. Transportation and Works is now reviewing options and will be in touch with me as soon as possible.

An comments regarding this issue please advise.

Thanks,

Greg Jewers
Fire Protection Officer
Department of Transportation and Works
Government of Newfoundland and Labrador
P.O. Box 8700  St. John’s, NL, A1B 4J6
PH: 709.729.3024  Fax: 709.729.6463
e-mail: gregoryjewers@gov.nl.ca

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Dave and George,

Please see email below, Any questions or comments regarding this issue please advise.

Thanks,

Greg Jewers  
Fire Protection Officer  
Department of Transportation and Works  
Government of Newfoundland and Labrador  
P.O. Box 8700  St. John’s, NL, A1B 4J6  
PH: 709.729.3024  Fax: 709.729.6463  
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Done!!!

Greg

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Greg

Can you please inform the Fire Commissioners Office and the Chief Electrical Inspector that we did comply with their directive yesterday and forward me a copy of any correspondence you have with them.

Thanks
Matthew

Matthew Jones
Area Manager (A)
Building Operations
Transportation and Works
T: 709.729.5091
C: 709.685.0632
F: 709.729.0036
Walsh, Frank

From: Simmons, Derek
Sent: Monday, September 18, 2017 1:36 PM
To: Jewers, Gregory
Cc: Barry, Jim
Subject: RE: Placentia Lift Bridge

Thank you Gregory,

As discussed, my office will support your direction in this matter.

Regards
Derek

Derek Simmons
Director of Fire Services/Fire Commissioner
Fire & Emergency Services
Department of Municipal Affairs and Environment
Phone (709) 729-1608
Fax (709) 729-2524

“Strong minds discuss ideas, average minds discuss events, weak minds discuss people.”
— Socrates

From: Jewers, Gregory
Sent: Monday, September 18, 2017 1:32 PM
To: Simmons, Derek
Subject: Placentia Lift Bridge

Derek,

A follow up to our conversation on Thursday, please be advised that an emergency exit has been temporary installed out of the second floor through a window out onto a deck with a ladder attached. Please see pictures attached. The electrical room has been clear out and the removal of the refrigerator, stove, lockers, water bottles, storage and microwave have been removed from that area. As discussed the bed upstairs have also been removed from the building, as sleeping is not permitted. The next step is to separate the electrical room from the upstairs control room and install an exterior door of the second floor with a set of exterior stairs for staff to access their workplace. Transportation and Works is now reviewing options and will be in touch with me as soon as possible.

An comments regarding this issue please advise.

Thanks,

Greg Jewers
Fire Protection Officer
Department of Transportation and Works
Government of Newfoundland and Labrador
P.O. Box 8700  St. John’s, NL, A1B 416
PH: 709.729.3024  Fax: 709.729.6463
e-mail: gregoryjewers@gov.nl.ca
Dupecaters of previous photos

FYI

Greg

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From: Jewers, Gregory
Sent: Monday, September 18, 2017 1:36 PM
To: Mayne, David; Abbott, George
Subject: FW: Placentia Lift Bridge

Dave and George,

Please see email below. Any questions or comments regarding this issue please advise.

Thanks,

Greg Jewers
Fire Protection Officer
Department of Transportation and Works
Government of Newfoundland and Labrador
P.O. Box 8700 St. John’s, NL A1B 4J6
PH: 709.729.3024 Fax: 709.729.6463
e-mail: gregoryjewers@gov.nl.ca

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To: Simmons, Derek
Subject: Placentia Lift Bridge

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An comments regarding this issue please advise.

Thanks,

Greg Jewers
Fire Protection Officer
Department of Transportation and Works
Government of Newfoundland and Labrador
P.O. Box 8700 St. John’s, NL, A1B 4I6
PH: 709.729.3024 Fax: 709.729.6463
e-mail: gregoryjewers@gov.nl.ca

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From:       Jones, Matthew  
Sent:       Sunday, September 24, 2017 11:46 PM  
To:         Jewers, Gregory  
Subject:    Placentia Lift Bridge - Emergency Evacuation Plan  
Attachments: Emergency Evacuation Plan.docx  

See Attachment 2 at end of records

Greg

Please review the attached and comment

Thanks
MJ

Matthew Jones  
Area Manager (A)  
Building Operations  
Transportation and Works  
T: 709.729.5091  
C: 709.685.0632  
F: 709.729.0036
This document is at the request of OH&S Officer Fred Swift. Please review the attached Scaffold & Ladder Ice Control & Snow Clearing Plan and comment.

Thanks,
MJ
Greg

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Sure. Thanks Greg.

From: Jewers, Gregory  
Sent: Thursday, September 28, 2017 10:48 AM  
To: Fitzgerald, Barry  
Subject: Placentia

Barry,

I am leaving with Matthew Jones for Placentia for training with staff at the lift bridge.

Greg

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Greg,

I had a conversation with the Deputy today about the Placentia Lift Bridge. We need to get a hazard report filled out. Can you see me about this on Monday?

Thanks,
Barry

---

From: Jewers, Gregory  
Sent: Thursday, September 28, 2017 10:48 AM  
To: Fitzgerald, Barry  
Subject: Placentia

Barry,

I am leaving with Matthew Jones for Placentia for training with staff at the lift bridge.

Greg

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Matthew,

Until the renovations and repairs are completed, nothing shall be installed or placed in this Building.

Greg Jewers  
Fire Protection Officer  
Department of Transportation and Works  
Government of Newfoundland and Labrador  
P.O. Box 8700  St. John’s, NL, A1B 4J6  
PH: 709.729.3024  Fax: 709.729.6463  
e-mail: gregoryjewers@gov.nl.ca

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From: Jones, Matthew  
Sent: Monday, October 02, 2017 10:00 AM  
To: Jewers, Gregory  
Subject: FW: liftbridge

Thoughts

Matthew Jones  
Area Manager (A)  
Building Operations  
Transportation and Works  
T: 709.729.5091  
C: 709.685.0652  
F: 709.729.0036

From: Sooley, Gordon  
Sent: Monday, October 02, 2017 9:55 AM  
To: Jones, Matthew  
Subject: liftbridge

HI, Matt
As a follow up to our meeting last week, is it possible to have electrical outlets installed at the house so the fridge and stove can be put upstairs.

Could you please check out and get back to me.

TKS.

**Gordon Sooley**  
**Maintenance & Engineering Project Supervisor**  
**Transportation & Works**  
**Maintenance Division - Region One – Avalon**  
**Whitbourne Depot – Unit 142**  
(709) 759-2380  
gordonsooley@gov.nl.ca
Form Returned: Hazard Incident form v1.5.pdf

The attached file is the filled-out form. Please open it to review the data.
## Hazard/Incident Report

This form must be submitted to the Deputy Minister within 3 business days of the event.

<table>
<thead>
<tr>
<th>Employee Name:</th>
<th>Department:</th>
<th>Occurrence Date (dd/mm/yyyy):</th>
<th>Occurrence time (24 HR):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gregory Jewers</td>
<td>Corporate Safety</td>
<td>14/08/2017</td>
<td>10:00:00 am</td>
</tr>
</tbody>
</table>

### Report Type:

- [ ] Hazard  (unsafe condition or practice)
- [X] Near Miss  (Event that could have led to injury or damage)
- [ ] Injury/Illness or Property/Equipment Damage  (Event that did lead to injury or damage)

<table>
<thead>
<tr>
<th>Employee Completes Sections:</th>
<th>Supervisor Completes Sections:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1, 2</td>
<td>8, 9</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Employee Completes Sections:</th>
<th>Supervisor Completes Sections:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1, 2</td>
<td>4, 5, 7, 8, 9</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Employee Completes Sections:</th>
<th>Supervisor Completes Sections:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1, 2</td>
<td>3, 4, 5, 6, 7, 8, 9</td>
</tr>
</tbody>
</table>

### 1. Description of Hazard/Incident:

In August I was asked to do a site visit on the Placentia Life Bridge Building by our OHS Consultant. On arrival to this site I noted the following deficiencies. No fire separation between the electrical room and the remainder of the building. Storage of water bottles, boxes and a set of steel lockers located in the electrical room along with a toaster, microwave, kettle and the installation of an electrical range, range hood, refrigerator, table and chairs in use within the electrical room. Washroom located directly off the electrical room. The only entrance and exit in through the ground level electrical room. Electrical area has the main service entrance with electrical meter, transformer, transfer switches with 600 volts and 800 amps. A single bed was located up on the Second floor area that was open to the main electrical area downstairs via open Stairwell. If a fire was to occur within this building it had the great chance of occurring in the electrical room leaving no exit for employees escape.

### 2. Your Supervisor's Name:

Barry Fitzgerald

### Please ensure you submit PDF via Email to your Supervisor Immediately.

### 3. Injury/Illness Information (if an injury occurred):

- [ ] Injury
- [ ] Illness
- [ ] N/A

<table>
<thead>
<tr>
<th>Consecutive days worked prior to incident:</th>
<th>Hours Into Shift When Incident Occurred:</th>
<th>Years of Experience in current Occupation:</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Nature of injury (See Appendix 1):</th>
<th>Source of Injury (See Appendix 2):</th>
<th>Body Parts Injured (See Appendix 3):</th>
</tr>
</thead>
</table>

### OHS Classification (See Appendix 4):

- [ ] No Treatment
- [ ] First Aid
- [ ] Medical Aid
- [ ] Restricted Work
- [ ] Lost Time
- [ ] Fatality

Email Form to Supervisor
Hazard/Incident Report

4. Event Type

- ☐ Abnormal operation
- ☐ Caught between or under
- ☐ Caught in (pinch point)
- ☐ Caught on (snagged, hung)
- ☐ Contact with (electricity, heat, cold, Fire/explosion, radiation, caustics, toxics, biological, noise)
- ☐ Environmental release
- ☐ Equipment failure
- ☐ Fall on same level
- ☐ Fall to lower level from elevation
- ☐ Other
- ☐ Overexertion/overstress/overpressure/ergonomic
- ☐ Product contamination
- ☐ Struck Against (run/bump)
- ☐ Struck by object
- ☐ Transportation Accident
- ☐ Unknown

OHS Reportable? (See Appendix 5):  ☐ Yes  ☐ No

5. Immediate Cause(s)

1. Congestion or restricted action
2. Defective tools, equipment or materials
3. Failure to check/monitor
4. Failure to communicate/coordinate
5. Failure to follow procedure
6. Failure to identify hazard/risk
7. Failure to react/correct
8. Failure to secure
9. Failure to use PPE properly
10. Failure to warn
11. Fire and explosion hazard(s)
12. Horseplay
13. Improper lifting
14. Improper loading
15. Improper placement
16. Improper position for task
17. Inadequate communication/hardware/software/process
18. Inadequate guards or barriers
19. Inadequate information/data
20. Inadequate instructions/procedures
21. Inadequate or excess illumination
22. Inadequate or improper protective equipment
23. Inadequate preparation/training
24. Inadequate support/assistance
25. Inadequate Ventilation
26. Inadequate warning system
27. Making safety devices inoperative
28. Noise exposure
29. Operating at improper speed
30. Operating equipment without authority
31. Poor housekeeping and/or material organization
32. Presence of harmful material
33. Radiation exposure
34. Road conditions
35. Servicing equipment in operation
36. Temperature extremes
37. Under the influence of alcohol or drugs
38. Using defective equipment
39. Using equipment improperly
40. Weather Conditions
41. Other

6. Root Cause(s)

Note: for paper submission see Appendix 6 to choose root cause class(*)s and its associated description.

Root Cause #1 Class and Description:

Root Cause #2 Class and Description:

Root Cause #3 Class and Description:

7. Estimated Property Damage:

- OHS Classification:  ☐ $10,000 - $100,000
- ☐ None
- ☐ <$10,000
- ☐ >$100,000
- ☐ Loss of Facility
# Hazard/Incident Report

## 8. Event Classification

Please determine “class” based on the following:

- **For Hazard or Near Miss**: Add frequency (F) probability (P) and severity (S) using the FPS table below and click the box that corresponds to the total. (e.g. a total between 8-12 would be High)
- **For Property/Asset Damage**: Click the box that corresponds to the dollar amount of damage. Estimate if actual damage amount is not known. (e.g. $15,000 damage would be Medium)
- **For Personal Injury**: Click the box that describes the injury type. (e.g. first aid would be Low)

**Note**: for events involving two categories (an injury which also includes property damage) simply click the box with the highest class.

<table>
<thead>
<tr>
<th>Hazard/Near Miss</th>
<th>Asset Damage</th>
<th>Injury/Illness</th>
<th>Class</th>
</tr>
</thead>
<tbody>
<tr>
<td>FPS (8-12)</td>
<td>&gt; $100,000 or loss of facility</td>
<td>Fatality/ Lost Time</td>
<td>1. High</td>
</tr>
<tr>
<td>FPS (5-7)</td>
<td>$10,000 – $100,000</td>
<td>Medical Aid/ Restricted Work</td>
<td>2. Medium</td>
</tr>
<tr>
<td>FPS (3-4)</td>
<td>&lt; $10,000</td>
<td>First Aid</td>
<td>3. Low</td>
</tr>
</tbody>
</table>

**FPS calculation for hazard or near miss**: (equals the total value of all selected values) =

<table>
<thead>
<tr>
<th>Frequency</th>
<th>Probability</th>
<th>Severity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Daily</td>
<td>Probable: Likely to occur immediately or soon</td>
<td>Catastrophic: Could cause death, widespread occupational illness or loss of facilities.</td>
</tr>
<tr>
<td>Weekly</td>
<td>Reasonably Probable: Likely to occur eventually</td>
<td>Critical: Severe injury, serious illness, or property/equipment damage greater than $100,000 (estimated)</td>
</tr>
<tr>
<td>Monthly</td>
<td>Remote: Could occur at some point</td>
<td>Marginal: Non-serious injury, illness or property/equipment damage &gt;$10,000 to 100,000 (estimated)</td>
</tr>
<tr>
<td>Annually</td>
<td>Extremely Remote: Unlikely to occur</td>
<td>Negligible: 1 Minor injury requiring first aid or property/equipment damage &lt;$10,000 (estimated)</td>
</tr>
</tbody>
</table>

**Hazard Classification** (If you are reporting a hazard, please follow the below action for your FPS ranking)

**High Risk (FPS 8-12)** – Stop work and secure area until action is taken to eliminate or reduce risk.

**Medium Risk (FPS 5-7)** – Short term control measure(s) (where applicable) to be identified and implemented within same day/next day. Employees must be made aware of hazard through use of administrative controls (toolbox talk, field level risk assessment, signage etc.) within two days. Permanent control measures to be put in place within three months and monitored regularly.

**Low Risk (FPS 3-4)** – No immediate action is required. Employees must be made aware of hazard. Monitor within 6 months to determine if additional controls are required.
Hazard/Incident Report

9. Action Taken/Required (Note: for paper submissions see Appendix 7 to choose control categories)

**Corrective:** Action to eliminate the cause of a detected hazard/Incident.

<table>
<thead>
<tr>
<th>Please explain action taken/required</th>
<th>Category (Control)</th>
<th>Who is responsible?</th>
<th>Required Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

**Preventative:** Action to eliminate the cause of a potential hazard/Incident.

<table>
<thead>
<tr>
<th>Please explain action taken/required</th>
<th>Category (Control)</th>
<th>Who is responsible?</th>
<th>Required Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Once completed, please ensure a copy of this report is emailed to your Deputy Minister at tw-dm@gov.nl.ca, or fax, 709-729-4285.

Email Form to Deputy Minister

This form must be submitted to the Deputy Minister within 3 business days of the event.

Supervisor’s Signature: __________________________ Date: ________________

(Only sign/date if submitting via fax)
### Appendix #1 - Nature of Injury

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>10000</td>
<td>Abrasion</td>
</tr>
<tr>
<td>10010</td>
<td>Allergic reaction</td>
</tr>
<tr>
<td>10020</td>
<td>Amputations</td>
</tr>
<tr>
<td>10030</td>
<td>Animal or insect bites</td>
</tr>
<tr>
<td>10040</td>
<td>Bruise, contusion</td>
</tr>
<tr>
<td>10050</td>
<td>Burn</td>
</tr>
<tr>
<td>10060</td>
<td>Concussion</td>
</tr>
<tr>
<td>10070</td>
<td>Cuts, lacerations</td>
</tr>
<tr>
<td>10080</td>
<td>Deafness, hearing loss or impairment</td>
</tr>
<tr>
<td>10090</td>
<td>Foreign Body (eye)</td>
</tr>
<tr>
<td>10100</td>
<td>Fractures</td>
</tr>
<tr>
<td>10110</td>
<td>Frostbite/hypothermia</td>
</tr>
<tr>
<td>10120</td>
<td>Heat stroke</td>
</tr>
<tr>
<td>10130</td>
<td>Hemorrhage (internal)</td>
</tr>
<tr>
<td>10140</td>
<td>Hernia</td>
</tr>
<tr>
<td>10150</td>
<td>Occupational Illness</td>
</tr>
<tr>
<td>10160</td>
<td>Other</td>
</tr>
<tr>
<td>10170</td>
<td>Poisonings and toxic effects</td>
</tr>
<tr>
<td>10180</td>
<td>Puncture</td>
</tr>
<tr>
<td>10190</td>
<td>Repetitive Strain</td>
</tr>
<tr>
<td>10200</td>
<td>Respiratory system</td>
</tr>
<tr>
<td>10210</td>
<td>Spinal cord injury</td>
</tr>
<tr>
<td>10220</td>
<td>Sprains, strains, tears</td>
</tr>
<tr>
<td>10230</td>
<td>Unknown</td>
</tr>
<tr>
<td>10240</td>
<td>Welder’s flash</td>
</tr>
</tbody>
</table>

### Appendix #2 - Source of Injury

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>10000</td>
<td>Animals</td>
</tr>
<tr>
<td>10010</td>
<td>Crane / rigging</td>
</tr>
<tr>
<td>10020</td>
<td>Equipment, materials, containers</td>
</tr>
<tr>
<td>10030</td>
<td>Floors, walkways, ground surfaces</td>
</tr>
<tr>
<td>10040</td>
<td>Furniture and office fixtures</td>
</tr>
<tr>
<td>10050</td>
<td>Handtool</td>
</tr>
<tr>
<td>10060</td>
<td>Hazardous energy (electrical, mechanical, thermal)</td>
</tr>
<tr>
<td>10070</td>
<td>Hazardous substances</td>
</tr>
<tr>
<td>10080</td>
<td>Knives / sharps</td>
</tr>
<tr>
<td>10090</td>
<td>Ladder / scaffolding</td>
</tr>
<tr>
<td>10100</td>
<td>Machinery (Rotating/Moving)</td>
</tr>
<tr>
<td>10110</td>
<td>Manually handled material</td>
</tr>
<tr>
<td>10120</td>
<td>Other</td>
</tr>
<tr>
<td>10130</td>
<td>Person-other than injured or ill worker</td>
</tr>
<tr>
<td>10140</td>
<td>Power Tool</td>
</tr>
<tr>
<td>10150</td>
<td>Structures and work surfaces</td>
</tr>
<tr>
<td>10160</td>
<td>Unknown</td>
</tr>
<tr>
<td>10170</td>
<td>Vehicle / mobile equipment</td>
</tr>
<tr>
<td>10180</td>
<td>Welding / grinding / heating tool</td>
</tr>
</tbody>
</table>

### Appendix #3 - Body Parts

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>50000</td>
<td>Abdomen</td>
</tr>
<tr>
<td>50050</td>
<td>Arm(s) and elbow(s)</td>
</tr>
<tr>
<td>50100</td>
<td>Back - Lower region</td>
</tr>
<tr>
<td>50125</td>
<td>Back - Mid region</td>
</tr>
<tr>
<td>50150</td>
<td>Back - Upper region</td>
</tr>
<tr>
<td>50200</td>
<td>Chest</td>
</tr>
<tr>
<td>50300</td>
<td>Ear(s)</td>
</tr>
<tr>
<td>50350</td>
<td>Eye(s)</td>
</tr>
<tr>
<td>50400</td>
<td>Face</td>
</tr>
<tr>
<td>50450</td>
<td>Foot(foot), toes and ankle(s)</td>
</tr>
<tr>
<td>50500</td>
<td>Hand(s) and finger(s), thumbs or wrist</td>
</tr>
<tr>
<td>50525</td>
<td>Head</td>
</tr>
<tr>
<td>50550</td>
<td>Heart</td>
</tr>
<tr>
<td>50600</td>
<td>Knee</td>
</tr>
<tr>
<td>50700</td>
<td>Leg(s)</td>
</tr>
<tr>
<td>50750</td>
<td>Lungs, includes airways</td>
</tr>
<tr>
<td>50800</td>
<td>Mouth</td>
</tr>
<tr>
<td>50900</td>
<td>Neck</td>
</tr>
<tr>
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<tr>
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<td>Pelvic region</td>
</tr>
<tr>
<td>60200</td>
<td>Shoulder</td>
</tr>
</tbody>
</table>

### Appendix #4 - OHS Classification

**First Aid** – an undesired workplace incident causing minor injury that does not require treatment by medical personnel and/or meets the criteria outlined in the Guide to Injury, Illness and Treatment Classifications (Rainbow Chart)

**Medical Aid** - an undesired workplace incident causing injury which requires treatment by medical personnel

**Restricted Work** - a work related injury or occupational illness resulting in the Injured Party (IP) being unable to perform the normal duties of their job or from working the full workday.

**Lost Time** - an undesired workplace incident causing injury or occupational illness that leads to absence from work from the next scheduled shift.
Appendix #5 – What is OHS Reportable

If you determine the incident is "reportable" (as defined below) please call 729-4444 immediately to report the incident to the Occupational Health and Safety Division of Service NL.

Where an accident takes place at a workplace that results in serious injury to a person or results in the death of a person, or that had, or continues to have, the reasonable potential of causing serious injury to or the death of a person.

A serious injury is defined as:
(a) a fracture of the skull, spine, pelvis, femur, humerus, fibula or tibia, or radius or ulna;
(b) an amputation of a major part of a hand or foot;
(c) the loss of sight of an eye;
(d) a serious internal haemorrhage;
(e) a burn that requires medical attention;
(f) an injury caused directly or indirectly by explosives;
(g) an asphyxiation or poisoning by gas resulting in a partial or total loss of physical control; or
(h) another injury likely to endanger life or cause permanent injury.

A serious injury does not include injuries to a worker of a nature that may be treated through first aid or medical treatment and the worker is able to return to his or her work either immediately after the treatment or at his or her next scheduled shift.

Appendix #6 – Root Causes

11001 - Personal - Inadequate Physical Capability - Restricted Range of Body Movement
11002 - Personal - Inadequate Physical Capability - Substance Sensitivity/Allergy
11003 - Personal - Inadequate Physical Capability - Vision deficiency
11004 - Personal - Inadequate Physical Capability - Hearing deficiency
11005 - Personal - Inadequate Physical Capability - Respiratory incapacity
11006 - Personal - Inadequate Physical Capability - Temporary disabilities
12001 - Personal - Inadequate Psychological Ability - Emotional disturbance
12002 - Personal - Inadequate Psychological Ability - Mental health
12003 - Personal - Inadequate Psychological Ability - Inability to comprehend
12004 - Personal - Inadequate Psychological Ability - Poor judgement/coordination
12005 - Personal - Inadequate Psychological Ability - Slow reaction time
12006 - Personal - Inadequate Psychological Ability - Memory failure
13001 - Personal - Physiological Stress - Injury or illness
13002 - Personal - Physiological Stress - Fatigue
13003 - Personal - Physiological Stress - Exposure to health hazards
13004 - Personal - Physiological Stress - Exposure to Temperature Extremes
13005 - Personal - Physiological Stress - Restricted movement
13006 - Personal - Physiological Stress - Blood sugar insufficiency
13007 - Personal - Physiological Stress - Drugs
14001 - Personal - Mental/Psychological Stress - Inattention Due To Monotonous Task
14002 - Personal - Mental/Psychological Stress - Monitoring too many items
14003 - Personal - Mental/Psychological Stress - Confusing directions/demands
14004 - Personal - Mental/Psychological Stress - Mind not on task
14005 - Personal - Mental/Psychological Stress - Frustration
15001 - Personal - Lack of Knowledge - Lack of experience
15002 - Personal - Lack of Knowledge - Inadequate initial training
15003 - Personal - Lack of Knowledge - Inadequate preparation
15004 - Personal - Lack of Knowledge - Misunderstood directions
16001 - Personal - Lack of Skill - Inadequate practice
16002 - Personal - Lack of Skill - Infrequent performance
16003 - Personal - Lack of Skill - Inadequate review instruction
17001 - Personal - Improper Motivation - Lack of incentive
17002 - Personal - Improper Motivation - Excessive frustration
Appendix #6 - Root Causes Continued

17003 - Personal - Improper Motivation - Attempting to save time/effort
17004 - Personal - Improper Motivation - Inadequate discipline
17005 - Personal - Improper Motivation - Inadequate Supervision
17006 - Personal - Improper Motivation - Improper motivation incentives
18001 - Personal - Abuse and/or Misuse - Improper conduct condoned
18002 - Personal - Abuse and/or Misuse - Improper conduct not condoned
19000 - Personal - Other - Other
21001 - Job - Inadequate Leadership/Supervision - Unclear reporting relationship
21002 - Job - Inadequate Leadership/Supervision - Unclear assignment responsibility
21003 - Job - Inadequate Leadership/Supervision - Inadequate direction/training
21004 - Job - Inadequate Leadership/Supervision - Inadequate risk assessment
21005 - Job - Inadequate Leadership/Supervision - Lack of Supervision or Job Knowledge
21006 - Job - Inadequate Leadership/Supervision - Individual Credentials/Task Gap
21007 - Job - Inadequate Leadership/Supervision - Inadequate Performance Feedback
22001 - Job - Inadequate Engineering - Human Factors/Ergonomics
22002 - Job - Inadequate Engineering - Inadequate Standards/Specs/Design
22003 - Job - Inadequate Engineering - Inadequate monitoring
22004 - Job - Inadequate Engineering - Inadequate Operational Readiness
22005 - Job - Inadequate Engineering - Inadequate/improper controls
22006 - Job - Inadequate Engineering - Inadequate evaluation of change
23001 - Job - Inadequate Purchasing - Inadequate specifications
23002 - Job - Inadequate Purchasing - Inadequate receiving inspection
23003 - Job - Inadequate Purchasing - Lack of Communication-Safety Data
23004 - Job - Inadequate Purchasing - Improper Material Handling/Shipping
23005 - Job - Inadequate Purchasing - Improper material storage
23006 - Job - Inadequate Purchasing - Improper salvage/waste disposal
24001 - Job - Inadequate Maintenance - No preventative maintenance
24002 - Job - Inadequate Maintenance - Inadequate Preventative Maintenance
25001 - Job - Inadequate Tools & Equipment - Inadequate Need/Risk Assessment
25002 - Job - Inadequate Tools & Equipment - Inadequate availability
25003 - Job - Inadequate Tools & Equipment - Unsuitable items not replaced
26001 - Job - Lack of Work Standards/Procedure - Lack of standards/procedures
26002 - Job - Lack of Work Standards/Procedure - Standards/Procedure Not Conveyed
26003 - Job - Lack of Work Standards/Procedure - Standards/Procedure Not Maintained
26004 - Job - Lack of Work Standards/Procedure - Inadequate Compliance Monitoring
27001 - Job - Excessive Wear & Tear - Inadequate planning or use
27002 - Job - Excessive Wear & Tear - Improper loading/usage rate
27003 - Job - Excessive Wear & Tear - Use by unqualified people
27004 - Job - Excessive Wear & Tear - Use for wrong purpose
28001 - Job - Inadequate Communication - Inter organization communication
28002 - Job - Inadequate Communication - Communicating among workgroups
28003 - Job - Inadequate Communication - Communicating between shifts
28004 - Job - Inadequate Communication - Inadequate communication
28005 - Job - Inadequate Communication - Incorrect instructions
28006 - Job - Inadequate Communication - Job turnover - communications
28007 - Job - Inadequate Communication - Safety Regulation-communication
28008 - Job - Inadequate Communication - Standard terminology not used
28009 - Job - Inadequate Communication - Verify/repeat technique not used
28010 - Job - Inadequate Communication - Messages too long
28020 - Job - Inadequate Communication - Noisy environment
29000 - Job - Other - Other

Return to form
## Controls

1. Elimination
2. Engineering – Isolate, enclose
3. Engineering (design, redesign)
4. Ergonomic assessment
5. Improve employee feedback
6. Improve job plan/briefing
7. Inspection
8. Job rotation – limit duration
9. Other
10. Personal Protective Equipment
11. Preventive Maintenance
12. Procedures – develop/revise
13. Risk assessment
14. Safety meetings
15. Signage/warnings
16. Substitution
17. Toolbox talk
18. Training
On September 28th Greg Jewers and myself travelled to Placentia to follow up on our previous visits. The day prior is sent MEPS Gord Sooley an email outlining our meeting intend as well 3 attachments to be given to all Lift Bridge employees.

The meeting involved the following persons and was held in the Lift Bridge Control Room
Matthew Jones – TW Area Manager
Greg Jewers – TW Fire Protection Officer
Fred Swift – Service NL OH&S Officer
Glenn Coates – Service NL OH&S Officer
Gordon Sooley – TW MEPS
Greg Brazil – TW HEMO
Lift Bridge Operators – Don, Mark, George & Loyola

The meeting was led by myself and the following items were discussed.

1) Need to remove the range hood in the Electrical Room, since the range was removed the range hood is a hazard, Fred Swift asked me to remove it and I agreed to have TW staff do so (I since requested that TW Electrician Gord Rose complete this removal)
2) Ladder was supplied by myself to assist operators exit vis the window in case of emergency evacuation via the window
3) I read and discussed the Emergency Evacuation Plan
4) Fire Panel Operation Discussion
5) I read the Scaffolding Snow clearing plan, operators voiced concerns about snow clearing the past winter
6) I read the Fire Commissioners Office Directives outlines in the attached email to Gord Sooley
7) I informed all staff that Visitors are not permitted in the Lift Bridge Building
8) Greg Jewers reviewed the Fire Panel Operation and gave a demo including sounding the fire alarm bells and strobes. Greg also reviewed the Emergency Light and Emergency Power at the building
9) Greg Jewers reviewed Electrical Safety and Fire Preventions (See Attached)
   a. Use of Power Bars and Power Strips
   b. Microwaves, Fridge, Coffee Pot, Kettle, ect... use and must be plugged directly into a receptacle
   c. Extension cords are for temporary use only
10) Greg reviewed Fire Extinguishers
   a. How to use PASS
   b. TO be used for evacuation only
   c. Types of Fires and Extinguishers (A, B, C, D, K)
   d. Fred Swift advised that we put extinguishers near washroom in electrical room
      i. I have requested that TW Service Contractor K&D Pratt install 1 x ABC & 1 x CO2 Extinguisher next to the washroom Door
11) TW to install “Danger High Voltage” Labels in electrical room  
   a. Greg and myself completed this while on site  
12) NO visitors except authorized personnel discussion  
13) Operator to inspect scaffold with contractor  
14) TW to plaster and paint wall once range hood is removed  
15) Fred Swift explained how operators should inspect scaffold  
   a. Scaffold feet on ground  
   b. Level  
   c. Deck planks in place  
   d. Nothing loose  
   e. Does not move in the wind  
16) Greg held a fire drill demo  

During our visit the operators voiced concerns that, now that Building Operation is aware of the issues at the building and that the temporary scaffold fire escape is in place, we will forget about them and leave them with this for months on end before any concrete plans are implemented  

Matthew  

Newfoundland Labrador  

Matthew Jones  
Area Manager (A)  
Building Operations  
Transportation and Works  
T: 709.729.5091  
C: 709.685.0632  
F: 709.729.0036
From: Jones, Matthew
Sent: Wednesday, September 27, 2017 10:07 PM
To: Sooley, Gordon
Subject: RE: Placentia Lift Bridge Building

See Attachments 2 through 6 at end of records

Gord

Attachments

Matthew

Newfoundland Labrador

Matthew Jones
Area Manager (A)
Building Operations
Transportation and Works
T: 709.729.3091
C: 709.685.0632
F: 709.729.0036

From: Sooley, Gordon
Sent: Wednesday, September 27, 2017 4:19 PM
To: Jones, Matthew
Subject: RE: Placentia Lift Bridge Building

Matt,

I never received the attachments.

TKS.

Gordon Sooley
Maintenance & Engineering Project Supervisor
Transportation & Works
Maintenance Division - Region One – Avalon
Whitbourne Depot – Unit 142
(709) 759-2380
gordonsooley@gov.nl.ca

From: Jones, Matthew
Sent: Wednesday, September 27, 2017 4:05 PM
To: Sooley, Gordon
Subject: Placentia Lift Bridge Building
Gord

As discussed, Greg Jewers and myself will be in Placentia tomorrow at 1:00 pm to conduct a follow up inspection of the building in regards to the Fire Commissioners & Chief Electrical Inspectors Orders that we carried out on September 14\textsuperscript{th}. We will be also meeting with the Service NL OH&S Officer as he noted a few items when he last visited the building that need to be addressed.

**OH&S Officer’s Report**
- Appliances are plugged into power bars / strips, appliances must be plugged directly into a wall receptacle
- Extension cords are being used to provide power to electrical devices, extension cords are not to be used as a permanent solution and may only be used on a temporary basis, power bars / strips are acceptable
- Door to building was propped open, allowing any person to freely enter the High Voltage Electrical Room
- Main Door & Electrical Panel require High Voltage Signage (I will provide these tomorrow)
- CSA Approves, Small ladder or step stool to be provided for employees to use to help evacuate through the window (I will provide this tomorrow)
- Lift Bridge Staff to inspect the scaffolding when Safeway is onsite inspecting the scaffolding weekly
- TW Building Operations to provide Emergency Evacuation Plan (See attached Emergency Evacuation Plan)
- TW Building Operations to provide Scaffolding Snow Clearing Plan (See attached Scaffolding Snow Clearing Plan)
- No civilian visitors to be allowed entry into the Building under any circumstance
- Only Authorized TW Employees and Service Contractors to be allowed to enter the building
- Lift Bridge Staff to log all activity at building in a log book, especially Fire Drills, Scaffold Inspections & Visitors entry and exit times
- Fire Drills to be conducted with all Lift Bridge Staff (Greg Jewers will address this tomorrow)

**Fire Commissioners Orders – September 14\textsuperscript{th}, 2017**
- Directive to inform all staff that sleeping in prohibited in the building at all times

**Chief Electrical Inspectors Orders - – September 14\textsuperscript{th}, 2017**
- Remove Range from Electrical Room
- Remove Microwave from Electrical Room
- Remove Refrigerator from Electrical Room
- Remove All Appliances from Electrical Room
- Remove Lockers from Electrical Room
- Remove Table and Chairs from Electrical Room
- Remove Water Bottles from Electrical Room
- Remove Garbage can from Electrical Room
- Remove all items that are stored in the Electrical Room

Attached are the Emergency Evacuation Plan, the Scaffolding Snow Clearing Plan and a Fire Preventions document, all of this information shall be communicated to all Lift Bridge Staff and clearly posted in the Lift Bridge Control Room.

Regards
Matthew
Agenda

- Current situation
- OHS Order (letter, KIV for Dec 1)
- Final solution
  - Needs operational input (Dion)—what
  - Who does work (Lisa?)
  - Who pays???
- Next steps
- Other thoughts?

NATALIE HALLET, P.Eng., FEC
Director—Building Operations

Department of Transportation and Works
West Block, Confederation Building
Government of Newfoundland & Labrador
P.O. Box 8700, St. John’s NL A1B 4J6

709 729-4988 (t) nataliehallet@gov.nl.ca
Matthew,

Concerns by the Electrical Inspector Service NL - Storage of water bottles, boxes and a set of steel lockers located in the electrical room along with a toaster, microwave, kettle and the installation of an electrical range, range hood, refrigerator, table and chairs in use within the electrical room. Nothing is to be stored in this room other than the electrical equipment components to function the building and bridge.

Concerns by myself and FES-

Review of the requirements of a fire separation between the electrical room and the remainder of the building. Bed located on the second level as a sleeping area, greatly reduced exit egress if something were to happen in the electrical room, leaving no way out.
This building was not designed as a residential occupancy.

Concerns by all -

Washroom located directly off the electrical room being used by staff on a daily basis to enter this area for access.

The only entrance and exit in through the ground level electrical room on a daily basis. This Electrical room should only be used by authorized personnel and not to be occupied as a daily function.

Electrical area has the main service entrance with electrical meter, transformer, transfer switches with 600 volts and 800 amps.

If a fire was to occur within this building it had the greats chance of occurring in the electrical room leaving no exit for employees escape. No acceptable to use this area as the only means of ingress and egress on a daily basis.

Greg

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Greg

Can you send me the drawings you have for this building, I need to forward them to Justin House

Tks
MJ

Matthew Jones
Building Manager
Confederation Building Complex
Building Operations
Transportation and Works
T: 709.729.5091
C: 709.685.0632
F: 709.729.0036
As requested

Greg
Greg

Kindly review the attached plan for the Placentia Lift Bridge Building from Justin. Please advise if you agree that this will meet all of the requirements / directives form the Chief Electrical Inspector, The Fire Commissioners Office as well as the items we noted during our site visits. If you cold make this a priority it would be appreciated as we wish to begin this work as soon as possible.

Thanks
Matthew

Notes from Justin regarding the plan:

Revised plan attached to reflect:
- 200mm second floor concrete deck (non-combustible)
- Extension of new fire separation wall across existing washroom doorway and addition of fire rated door
Since there are no elevations:
- Existing washroom needs to be condemned as there is no way to get the partition to that location without blocking off the main electrical service entrance
- New false floor to be constructed to match final elevation of landing at bottom of stairwell. This will also allow some room to run the new plumbing from relocated fixtures
- The kitchenette is a “nice to have”, but Natalie mentioned it, so I put it there.
- We may require a 7” landing deck outside the new exit, but that is allowed by code as long as it’s not considered a stairwell.
- We’ll also require a gate from rear of the building out, through the chain link fence
Revised plan att’d to reflect:
- 200mm second floor concrete deck (non-combustable)
- Extension of new fire separation wall across existing washroom doorway and addition of fire rated door

I’ll add one more comment as I don’t know what this operation works like, but there is room to add a door from the newly created hallway area into the electrical room from inside. It would have to be a 1 HR door obviously, but it would allow occupants access from control side of building to electrical room.

Natalie,

Bill has requested this be an invite. Not sure if you want to get Lisa’s side to take this on now that the scope is defined?

Justin House, P.Eng.
Manager of Alterations & Improvements
Building Operations
Department of Transportation & Works
(709)-643-8633 (Office)
(709)-649-4476 (Cell)

---

From: House, Justin
Sent: Tuesday, November 21, 2017 10:40 AM
To: Jones, Matthew; Davis, William G; Hallett, Natalie
Subject: PLB Reno Plan

As you know, I visited the site yesterday. I’ve prepared a draft reno plan (forgive my crude CAD skills), and have att’d it for your review.

Basic jist since there are no elevations:
- Existing washroom needs to be condemned as there is no way to get the partition to that location without blocking off the main electrical service entrance
- New false floor to be constructed to match final elevation of landing at bottom of stairwell. This will also allow some room to run the new plumbing from relocated fixtures
- The kitchenette is a “nice to have”, but Natalie mentioned it, so I put it there.
- We may require a 7” landing deck outside the new exit, but that is allowed by code as long as it’s not considered a stairwell.
- We’ll also require a gate from rear of the building out, through the chain link fence

Once we are all good with the plan, we can forward to Greg Jewers for approval. Then we can decide if the scope can be taken on by in house trades crews, or invite prices.

Get back to me with comments asap, Natalie says this is a rush.

Justin House, P.Eng.
Manager of Alterations & Improvements
Building Operations
Department of Transportation & Works
(709)-643-8633 (Office)
(709)-649-4476 (Cell)
Potential copyright material

If you wish to obtain a copy please contact the ATIPP Office at (709) 729-7072 or atipoffice@gov.nl.ca.
My apologies, I tend to use both NBC and Life Safety as requirements, sometimes leave both references out. I think the fact that this package didn't go to Service NL meant the Life Safety aspect was neglected.

Justin House, P.Eng.
Manager of Alterations & Improvements
Building Operations
Department of Transportation & Works
(709)-643-8633 (Office)
(709)-649-4476 (Cell)

Matthew,

First off I would like to point out in Newfoundland and Labrador the requirements for means of egress falls under NFPA’s Life Safety Code 101 and not the National Building Code of Canada. After discussions with the Fire Commissioner we both agree that the current building design at the Placentia lift bridge building does not meet safe egress requirements.

I will stop by your office to discuss today.

Greg Jewers
Fire Protection Officer
Department of Transportation and Works
Government of Newfoundland and Labrador
P.O. Box 8700  St. John’s, NL, A1B 4J6
PH: 709.729.3024  Fax: 709.729.6463
e-mail: gregoryjewers@gov.nl.ca

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Greg

Can get please review all of the info in the email chain below and comment based on your interactions with the Fire Commissioners Office and the Chief Electrical Inspector as well as based on your own site inspections.

Thanks
Matthew

Matthew Jones
Building Manager
Confederation Building Complex
Building Operations
Transportation and Works
T: 709.729.5091
C: 709.685.0632
F: 709.729.0036

From: House, Justin <housej@gov.nl.ca>
Sent: Tuesday, November 28, 2017 4:09 PM
To: Swift, Fred
Cc: Hallett, Natalie; Jones, Matthew
Subject: FW: Placentia Lift Bridge Newfoundland - Control Bldg. Safety Issue

Hi Fred,

Matthew Jones has given me your name as the OH&S officer who visited the Placentia Lift Bridge control building and required certain changes to the building in order for safe egress. As you will see below, I’ve had some back and forth with the Designer, and he/they feel the building is designed and operating to NBC requirements.

Can you please read the correspondence below and let me know your opinion? Our largest concern is that temporary second floor egress, especially with winter setting in.

Look forward to hearing back from you.

Justin House, P.Eng.
Manager of Alterations & Improvements
Building Operations
Department of Transportation & Works
(709)-643-8633 (Office)
(709)-649-4476 (Cell)

From: [Redacted]
Sent: Tuesday, November 28, 2017 2:20 PM
To: House, Justin
Cc: Hallett, Natalie; [Redacted]; Geddes, Justine; Skanes, Bill
Subject: RE: Placentia Lift Bridge Newfoundland - Control Bldg. Safety Issue

Hi Justin,

I would like to re-iterate that we take safety issues seriously and it is always taken into consideration with all our designs.
As confirmed by the Architect on this project, the Control House was designed in conformance with Part 9 of the National Building Code 2010 Edition (Housing and Small buildings). For this small building the NBC requires no more than a single exit (9.9.8.2.2). The building design and construction is compliant with the provisions of the NBC. If the concern relates to an low voltage electrical panel being present on the ground floor level through which an occupant from the second floor level must pass to reach the exit door, it should be noted that in NBC Sections 9.9.5.1 to 9.9.5.9 (Obstructions and Hazards in Means of Egress) the code only prohibits fuel fired appliances from being installed in an exit or corridor serving an access to exit.

For this particular case, it appears that although the design meets the NBC requirements an alternative egress is requested. We would be pleased to assist in developing a pragmatic secondary egress from the upper floor to enhance the safety of the occupant. I’ll be contacting Justine Geddes at the Department of Transportation and Work to see how we can assist with any requested changes to the Control House.

Best regards,

From: House, Justin [mailto:housej@gov.nl.ca]
Sent: Sunday, November 26, 2017 10:03 AM
To: 
Cc: Hallett, Natalie <NatalieHallett@gov.nl.ca>

Subject: RE: Placentia Lift Bridge Newfoundland - Control Bldg. Safety Issue

I cannot argue about your interpretation of the codes. I will however put it quite simply, an emergency egress requires a clear path of exit that is protected from hazards. To expect an egress to go through an array of any electrical panels (ie. electrical room) is unacceptable for life safety.

We cannot continue to try and justify the current design/construction, it is unacceptable. We have employees who need a safe egress out of the building, and are hoping you will provide the solution.

Justin House, P.Eng.
Manager of Alterations & Improvements
Building Operations
Department of Transportation & Works
(709)-643-8633 (Office)
(709)-649-4476 (Call)

From:  
Sent: Friday, November 24, 2017 5:33 PM
To: House, Justin
Cc: Hallett, Natalie; 

Subject: RE: Placentia Lift Bridge Newfoundland - Control Bldg. Safety Issue

Hi Justin,
I checked with the electrical engineer on whether the Control house is considered a high or low voltage room and his response was: “Low voltage refers to voltages of 600 volts and below. The supply voltage for Placentia is 600 volts which by definition is low voltage.”

It might be worthwhile having a discussion with the OHS representative to explain to him the nature of equipment in the Control House. I can get the architect and electrical engineer on the call, if required.

Regards,

From: House, Justin [mailto:housej@gov.nl.ca]
Sent: Thursday, November 23, 2017 1:34 PM
To: [Redacted]
Cc: Hallett, Natalie <NatalieHallett@gov.nl.ca>

Subject: RE: Placentia Lift Bridge Newfoundland - Control Bldg. Safety Issue

Forgive me, Part 9 of NBC.

Justin House, P.Eng.
Manager of Alterations & Improvements
Building Operations
Department of Transportation & Works
(709)-643-8633 (Office)
(709)-649-4476 (Cell)

From: House, Justin
Sent: Thursday, November 23, 2017 3:03 PM
To: [Redacted]
Cc: Hallett, Natalie; [Redacted]

Subject: RE: Placentia Lift Bridge Newfoundland - Control Bldg. Safety Issue

Nothing has transpired, other than a set of scaffolding setup outside the front of the building as a temporary measure for egress, through a window.

I agree, Part 3 of the NBC would not require a second exit (due to size/travel distance), IF, the existing exit was not through a high voltage electrical room.

I can assure you a rope, metal, wood, or any other kind of ladder is not acceptable.

I look forward to [Redacted] reply.

Justin House, P.Eng.
Manager of Alterations & Improvements
Building Operations
Department of Transportation & Works
(709)-643-8633 (Office)
(709)-649-4476 (Cell)

From: [Redacted]
Sent: Thursday, November 23, 2017 2:29 PM
To: House, Justin
Hi Justin,

Further to our phone conversation today, see attached email that was sent to the DTW in response to earlier comments from OHS (November 2016). I am not sure what transpired after this response but [redacted](who is copied on this email) might know. Also, I copied the architect to provide any additional input on your email below.

Please let me know if there is anything we can help with in resolving this issue.

Thanks,

[redacted]

1223 Michael St., Suite 100, Ottawa, ON K1J 7T2

PARSONS - Envision More

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From: House, Justin [mailto:housej@gov.nl.ca]
Sent: Thursday, November 23, 2017 12:15 PM
To: [redacted]
Cc: Hallett, Natalie <NatalieHallett@gov.nl.ca>
Subject: Placentia Lift Bridge Newfoundland - Control Bldg. Safety Issue

HI!

I left you a message, but wanted to write as well as this is regarding a life safety issue with the control building design for the Placentia Lift Bridge in Newfoundland.

We recently had an inspection by Occupational Health and Safety that realized a large safety issue with the design of the control building. In short, due to existing design, the occupant/worker has to pass through the high voltage electrical room on main floor to access their work area on the second floor. Should there be a fire or any other type of explosion in the electrical room, the space is common to the washroom, stairwell, and control room upstairs. This creates an obvious issue for flame spread, as well as for egress.

OH&S have made us implement a temporary contingency plan whereby the occupant needs to exit the building through a second floor window and scale onto and down two flights of scaffolding to reach safety. As I'm sure you agree, this is not acceptable for a new building.

Our Department requires a resolve to this OHS issue immediately as winter is setting in, and the scaffolding will not be a safe measure for egress, even as a temporary measure.

I look forward to hearing back from you, hopefully today.

Justin House, P.Eng.
Manager of Alterations & Improvements
Building Operations
Department of Transportation & Works
(709)-643-8633 (Office)
(709)-649-4476 (Cell)

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Greg

Not that I feel we should be babysitting an architect, but is it possible for you to provide the life safety code references if they have already been identified for PLB issues.

Thanks
Matthew

Matthew Jones
Building Manager
Confederation Building Complex
Building Operations
Transportation and Works
T: 709.729.5091
C: 709.685.0632
F: 709.729.0036
Hi all,

I know Matthew is trying to nail down a meeting with Fire Commissionaire, but I’m wondering if I just direct to the following which is part of our guidelines and best practices:


They are speaking to the NBCC requirements, but, perhaps they are not aware of the requirements for the NFPA use as stated here.

Justin House, P.Eng.
Manager of Alterations & Improvements
Building Operations
Department of Transportation & Works
(709)-643-8633 (Office)
(709)-649-4476 (Cell)

From: Jewers, Gregory
Sent: Wednesday, November 29, 2017 10:05 AM
To: Jones, Matthew
Cc: House, Justin; Hallett, Natalie
Subject: RE: Placentia Lift Bridge Newfoundland - Control Bldg. Safety Issue

Matthew,

First off I would like to point out in Newfoundland and Labrador the requirements for means of egress falls under NFPA’s Life Safety Code 101 and not the National Building Code of Canada. After discussions with the Fire Commissioner we both agree that the current building design at the Placentia lift bridge building does not meet safe egress requirements.

I will stop by your office to discuss today.

Greg Jewers
Fire Protection Officer
Department of Transportation and Works
Government of Newfoundland and Labrador
P.O. Box 8700  St. John’s, NL, A1B 416
PH: 709.729.3024  Fax: 709.729.6463
e-mail: gregoryjewers@gov.nl.ca
Can get please review all of the info in the email chain below and comment based on your interactions with the Fire Commissioners Office and the Chief Electrical Inspector as well as based on your own site inspections.

Thanks
Matthew

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Confederation Building Complex
Building Operations
Transportation and Works
T: 709.729.5091
C: 709.685.0632
F: 709.729.0036

Hi Fred,

Matthew Jones has given me your name as the OH&S officer who visited the Placentia Lift Bridge control building and required certain changes to the building in order for safe egress. As you will see below, I’ve had some back and forth with the Designer, and he/they feel the building is designed and operating to NBC requirements.

Can you please read the correspondence below and let me know your opinion? Our largest concern is that temporary second floor egress, especially with winter setting in.

Look forward to hearing back from you.

Justin House, P.Eng.
Manager of Alterations & Improvements
Building Operations
Department of Transportation & Works
(709)-643-8633 (Office)
(709)-649-4476 (Cell)
Hi Justin,

I would like to reiterate that we take safety issues seriously and it is always taken into consideration with all our designs.

As confirmed by the Architect on this project, the Control House was designed in conformance with Part 9 of the National Building Code 2010 Edition (Housing and Small buildings). For this small building the NBC requires no more than a single exit (9.9.8.2). The building design and construction is compliant with the provisions of the NBC. If the concern relates to an low voltage electrical panel being present on the ground floor level through which an occupant from the second floor level must pass to reach the exit door, it should be noted that in NBC Sections 9.9.5.1 to 9.9.5.9 (Obstructions and Hazards in Means of Egress) the code only prohibits fuel fired appliances from being installed in an exit or corridor serving an access to exit.

For this particular case, it appears that although the design meets the NBC requirements an alternative egress is requested. We would be pleased to assist in developing a pragmatic secondary exist from the upper floor to enhance the safety of the occupant. I’ll be contacting Justine Geddes at the Department of Transportation and Work to see how we can assist with any requested changes to the Control House.

Best regards,

PARSONS - Envision More

From: House, Justin [mailto:housej@gov.nl.ca]
Sent: Sunday, November 26, 2017 10:03 AM
To: [redacted]
Cc: Hallett, Natalie <NatalieHallett@gov.nl.ca>

Subject: RE: Placentia Lift Bridge Newfoundland - Control Bldg. Safety Issue

I cannot argue about your interpretation of the codes. I will however put it quite simply, an emergency egress requires a clear path of exit that is protected from hazards. To expect an egress to go through an array of any electrical panels (ie. electrical room) is unacceptable for life safety.

We cannot continue to try and justify the current design/construction, it is unacceptable. We have employees who need a safe egress out of the building, and are hoping you will provide the solution.

Justin House, P.Eng.
Manager of Alterations & Improvements
Building Operations
Department of Transportation & Works
(709)-643-8633 (Office)
(709)-649-4476 (Cell)
Hi Justin,

I checked with the electrical engineer on whether the Control house is considered a high or low voltage room and his response was: "Low voltage refers to voltages of 600 volts and below. The supply voltage for Placentia is 600 volts which by definition is low voltage."

It might be worthwhile having a discussion with the OHS representative to explain to him the nature of equipment in the Control House. I can get the architect and electrical engineer on the call, if required.

Regards,

Justin House, P.Eng.
Manager of Alterations & Improvements
Building Operations
Department of Transportation & Works
(709)-643-8633 (Office)
(709)-649-4476 (Cell)

Nothing has transpired, other than a set of scaffolding setup outside the front of the building as a temporary measure for egress, through a window.

I agree, Part 3 of the NBC would not require a second exit (due to size/travel distance), if the existing exit was not through a high voltage electrical room.

I can assure you a rope, metal, wood, or any other kind of ladder is not acceptable.

I look forward to your reply.

Justin House, P.Eng.
Manager of Alterations & Improvements
Building Operations
Hi Justin,

Further to our phone conversation today, see attached email that was sent to the DTW in response to earlier comments from OHS (November 2016). I am not sure what transpired after this response but (who is copied on this email) might know. Also, I copied the architect to provide any additional input on your email below.

Please let me know if there is anything we can help with in resolving this issue.

Thanks,

1223 Michael St., Suite 100, Ottawa, ON K1J 7T2

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From: House, Justin [mailto:housej@gov.nl.ca]
Sent: Thursday, November 23, 2017 12:15 PM
To: 
Cc: Hallett, Natalie <NatalieHallett@gov.nl.ca>
Subject: Placentia Lift Bridge Newfoundland - Control Bldg. Safety Issue

Hi

I left you a message, but wanted to write as well as this is regarding a life safety issue with the control building design for the Placentia Lift Bridge in Newfoundland.

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Greg Jewers
Fire Protection Officer
Department of Transportation and Works
Government of Newfoundland and Labrador
P.O. Box 8700 St. John’s, NL A1B 4J6
Ph: 709.729.3024 Fax: 709.729.6463
e-mail: gregoryjewers@gov.nl.ca

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Matthew Jones
Building Manager
Confederation Building Complex
Building Operations
Transportation and Works
T: 709.729.5091
C: 709.685.0632
F: 709.729.0036

From: Jones, Matthew <MatthewJones@gov.nl.ca>
Sent: Friday, December 1, 2017 10:46 AM
To: Jewers, Gregory
Subject: Re: PLB

Is there anyone else from his office that we can meet with next week to discuss
Greg

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Greg

Did you speak with [redacted] to schedule a meeting.

MJ
Justin

Please see Greg’s email below regarding PLB. Greg would like to conference call with you and I tomorrow to discuss your proposed plan. Can I suggest 10 am and we can Skype you from our meeting room.

Please advise
Matthew

Matthew Jones
Building Manager
Confederation Building Complex
Building Operations
Transportation and Works
T: 709.729.5091
C: 709.685.0632
F: 709.729.0036

Matthew,

After discussions with the Fire Commissioner the current means of egress at the Placentia Life Bridge does not meet the intent of the NFPA 101 Life Safety Code. The means of egress does NOT provide a reliable or safe way out but rather an impediment to egress. Section 7.5.2 states “Access to an exit shall not be through kitchen, storerooms, restrooms, closets, bedroom or similar spaces or other rooms, or spaces subject to locking, unless passage through such rooms or spaces is permitted for occupancy by Chapters 18,19,22 or 23.”
Exiting through the electrical room down stairs would not be permitted either. In the event of a fire or event in the electrical room based on the equipment and contents it would leave little or no time for occupants upstairs to evacuate using the current exit thus trapping them inside, with no other alternate means of egress.

I have a copy of the new floor plan completed by Justin and have a few questions regarding it. When tomorrow would be a good time for you and Justin to discuss?
Greg Jewers  
Fire Protection Officer  
Department of Transportation and Works  
Government of Newfoundland and Labrador  
P.O. Box 8700  St. John’s, NL, A1B 4J6  
PH: 709.729.3024  Fax: 709.729.6463  
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From: House, Justin  
Sent: Friday, December 01, 2017 11:55 AM  
To: Jewers, Gregory; Jones, Matthew  
Cc: Hallett, Natalie  
Subject: RE: Placentia Lift Bridge Newfoundland - Control Bldg. Safety Issue

Hi all,

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They are speaking to the NBCC requirements, but, perhaps they are not aware of the requirements for the NFPA use as stated here.

Justin House, P.Eng.  
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Building Operations  
Department of Transportation & Works  
(709)-643-8633 (Office)  
(709)-649-4476 (Cell)

---

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Sent: Wednesday, November 29, 2017 10:05 AM  
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Cc: House, Justin; Hallett, Natalie  
Subject: RE: Placentia Lift Bridge Newfoundland - Control Bldg. Safety Issue

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Fire Protection Officer
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Building Operations
Department of Transportation & Works
(709)-643-8633 (Office)
(709)-649-4476 (Cell)

From: [Redacted]
Sent: Friday, November 24, 2017 5:33 PM
To: House, Justin
Cc: Hallett, Natalie

Subject: RE: Placentia Lift Bridge Newfoundland - Control Bldg. Safety Issue

Hi Justin,

I checked with the electrical engineer on whether the Control house is considered a high or low voltage room and his response was: “Low voltage refers to voltages of 600 volts and below. The supply voltage for Placentia is 600 volts which by definition is low voltage.”

It might be worthwhile having a discussion with the OHS representative to explain to him the nature of equipment in the Control House. I can get the architect and electrical engineer on the call, if required.

Regards,

[Redacted]

From: House, Justin [mailto:housej@gov.nl.ca]
Sent: Thursday, November 23, 2017 1:34 PM
To: [Redacted]
Cc: Hallett, Natalie

Subject: RE: Placentia Lift Bridge Newfoundland - Control Bldg. Safety Issue

Forgive me, Part 9 of NBC.

Justin House, P.Eng.
Manager of Alterations & Improvements
Building Operations
Department of Transportation & Works
(709)-643-8633 (Office)
(709)-649-4476 (Cell)

From: House, Justin
Sent: Thursday, November 23, 2017 3:03 PM
To: [Redacted]
Cc: Hallett, Natalie

Subject: RE: Placentia Lift Bridge Newfoundland - Control Bldg. Safety Issue

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Department of Transportation & Works
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(709)-649-4476 (Cell)

From: [redacted]
Sent: Thursday, November 23, 2017 2:29 PM
To: House, Justin
Cc: Hallett, Natalie; [redacted]
Subject: RE: Placentia Lift Bridge Newfoundland - Control Bldg. Safety Issue

Hi Justin,

Further to our phone conversation today, see attached email that was sent to the DTW in response to earlier comments from OHS (November 2016). I am not sure what transpired after this response but [redacted] (who is copied on this email) might know. Also, I copied the architect to provide any additional input on your email below.

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1223 Michael St., Suite 100, Ottawa, ON K1J 7T2
PARSONS - Envision More

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Sent: Thursday, November 23, 2017 12:15 PM
To: [redacted]
Cc: Hallett, Natalie [mailto:NatalieHallett@gov.nl.ca]
Subject: Placentia Lift Bridge Newfoundland - Control Bldg. Safety Issue

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(709)-643-8633 (Office)
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# Emergency Response Plan

## Emergency Response Numbers

<table>
<thead>
<tr>
<th>Date:</th>
<th>Location:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Ambulance:</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Police: (RCMP)</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Fire Department:</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Local Depot Contact:</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Poison Control Centre:</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Occupational Health &amp; Safety:</strong></td>
<td>Barry Fitzgerald: 729-2101</td>
</tr>
<tr>
<td><strong>Disability Management:</strong></td>
<td>Mike Johnson: 729-2245</td>
</tr>
</tbody>
</table>

## Emergency Response Team

Emergency Signal: Double Air Horn Blast (staff proceed to muster station)

<table>
<thead>
<tr>
<th>Site contacts/Emergency location Information</th>
<th>Name</th>
<th>Communication Type/Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emergency Response Coordinator:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Emergency Communicator:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Site Access Coordinator:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>First Aiders:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Site Location:
- **Secondary location:**

Evacuation/Access Route:
- **Muster Area:**
- **Roll Call List:**

Emergency Equipment:
- **Spill Kit:**
- **Fire Extinguisher (ABC):**
- **First Aid Kit:**
Placentia Lift Bridge Building

Emergency Evacuation Plan

In the event of a fire, follow these instructions:

1) Activate the nearest pull station.

2) Proceed down the stairs & out the main door if safe to do so.

3) If you cannot proceed down the stairs & out the main door safely, you must evacuate via the emergency escape window.

4) Unlock the window and push the window open.

5) Exit though the window onto the scaffolding using the stool attached.

6) Proceed to the ground level using the Scaffolding vertical ladder, maintaining three points of contact at all times.

7) Proceed to your Muster Station and call 911.
Fire Prevention

Smoking

- All government departments have implemented a workplace No Smoking Policy.
- Designated areas, if provided, should be supplied with approved containers.

Extension Cords

- Only CSA approved extension cords.
- Never join extension cords.
- Visually inspect all cords and do not use any which are frayed or worn.
- Do not conceal cords, under rugs, etc.
- Never join power strips together or with an extension cord.
- Power strips are not to be used for high wattage appliances such as kettles, toaster, toaster ovens or microwaves.
- Extension cords are only for short term, temporary use. Not permitted to be used as permanent wiring.

Electrical Equipment

- Report any abnormalities with equipment such as overheating, etc. to Building Management or Supervisor immediately.
- The use of personal heating appliances creates a significant hazard in the workplace and they must follow all manufactures recommendation as outlined for each appliance such as kettles, toasters, microwaves and space heaters.
- All electrical panels shall remain free of obstructions at all times. (Minimum of 1 meter)
- Appliances should be ULC or CSA listed and labelled.
- Turn off equipment when not in use.
- All equipment should be turned off when office is unoccupied.

Storage

- Storage should never clutter or restrict a means of egress.
- A minimum of 18" clearance shall be maintained around all sprinkler heads, for effective operation.
- Never mix classification of storage such as flammable liquids with paper products.
- Electrical and mechanical rooms shall not be used for the purpose of storage.
- Maintain a safe clearance from heat producing equipment. (i.e. Combustible materials, light fixtures, heat appliances)

Personal Habits

- Good housekeeping shall be maintained in all work, storage and other areas.
- Tampering with any fire protection and/or emergency equipment is strictly prohibited.
- The Smoke-Free Workplace Policy is to be respected.
- Do not attach anything to the building life safety equipment (i.e. sprinkler heads, pull stations, extinguishers, etc.)
Fire Extinguishment, Control or Confinement

The choice to use an extinguisher is yours

Activate the building fire alarm and call 911 before attempting to extinguish any fire.

Only those persons who are trained and familiar with extinguisher operation may attempt to fight the fire.

Portable Fire Extinguishers should only be used to aid in evacuation.

Suggested Operation of Portable Fire Extinguishers

Remember the acronym (PASS)

P – Pull the safety pin
A – Aim the nozzle
S – Squeeze the trigger handle
S – Sweep from side to side (watch for fire restarting)

Do not let the fire get between you and your exit always have an exit behind you, when the fire is extinguished, back away from the fire and watch for a restart, do not turn your back on an extinguished fire.

- Never re-hang extinguishers after use.
- Ensure they are properly recharged by a person that is qualified to service portable fire extinguishers.
- Keep extinguishers in a visible area and unobstructed at all times.
Fire Extinguisher Types

Fire extinguishers can only put out small, contained fires, such as a fire in a wastebasket. The fire extinguisher must match the type of fire you are involved in.

The label on the fire extinguisher will show what type of fire it is intended for.

Fire Classes

A Trash Wood Paper
- wood
- cloth
- paper
- rubber
- many plastics

B Liquids Grease
- gasoline
- oil
- grease
- tar
- oil-based paint
- lacquer
- flammable gases

C Electrical Equipment
- energized electrical equipment

D Combustible
- magnesium
- sodium
- potassium
- titanium
- zirconium
- other flammable metals

Note: Multipurpose fire extinguishers, such as ABC fire extinguishers, can be used on all of Class A, B, and C fires!
Placentia Lift Bridge Building
Scaffold & Ladder Ice Control
& Snow Clearing Plan

If at any time ice accumulates and / or more than 5 cm of snow accumulates on the scaffold or ladder

1) The Lift Bridge Operator is to inform his Direct Supervisor / Manager to contact Building Operations to address the issue

2) Snow clearing and ice control operation are the responsibility of the Building Operations Snow Clearing Service Contractor as per Service Contract SNLS18115

3) Scaffold and Ladder Ice Control and Snow clearing operations shall not block any egress paths from the scaffolding or the electrical room main door at any time

4) The Lift Bridge Operator is to note in his daily log book the ice and snow clearing service contractor operations