

Manual:	Emergency Preparedness	Reference No.:	008200.00
Section:	Code Orange – Disaster Contingency Plans		
Subject:	CO Detectors		

POLICY:

The purpose of the policy is to protect employees and residents from the possibility of CO over exposure.

Responsibilities:

The Executive Director will ensure that CO detectors are purchased, installed and monitored in accordance with manufacturer instructions and this policy. Executive Directors will also ensure that all workers are informed of the location and use of the monitors and steps to take in case of CO monitor alarm.

Joint Health and Safety Committees will inspect the monitors as part of the workplace inspections. If, during the inspection, the monitor is not in proper working order, the committee must report this to the Executive Director immediately.

Workers will ensure that they are aware of the location and use of CO monitors and the steps to take in case of a CO monitor alarm. If a worker observes that a monitor is not in proper working order, they are to report this to their supervisor immediately.

PROCEDURE:

1. Only CSA approved CO monitors may be purchased for use at APANS Health Services_sites.
2. CO monitor shall be installed in the following locations:
 - Laundry room
 - Kitchen
 - Furnace room
 - Any other location where incomplete combustion may occur.
3. The monitors must be placed in accordance with manufacturers instructions, normally approximately 2 feet from the floor.
4. Should the CO alarm sound, employees working in that area shall immediately vacate the room and move to a safe place, shutting the door behind them and opening windows.
5. The charge RN shall immediately call 911 and prepare to implement the evacuation plan pending Fire Chief order.
6. Should evacuation be required, the building may only be re-entered upon the Fire Chief calling the “all clear”.