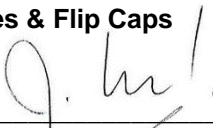
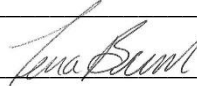


Leamington Mennonite Home

POLICY AND PROCEDURE

CATEGORY: Housekeeping	SUBJECT: Chemical Bottles & Flip Caps	SECTION: C
DATE: January 1, 2024	Administrator: 	POLICY: 4
REVISION DATES:	HKL Supervisor: 	

CHEMICAL BOTTLES & FLIP CAPS

POLICY:

Chemical bottles used by the Housekeeping Department will be kept secure and meet all legislative requirements. Flip caps will be used on all frequent use chemicals to reduce the risk of inhalation, repetitive strain injuries (RSI), and the transmission of spores into the environment.

PROCEDURE:

The HKL Supervisor or designate will:

- 1) Provide chemical bottles and workplace labels in accordance with WHMIS requirements.
- 2) Provide silk screen bottles where possible.
- 3) Provide chemical bottles with flip caps as opposed to spray nozzles for frequent use chemicals such as disinfectant.
- 4) Educate staff on the benefits of the flip cap.

Housekeeping staff will:

- 1) Always monitor chemical bottles, never leaving them unattended.
- 2) Ensure workplace labels are attached and legible prior to use.
- 3) Use flip caps on frequently used chemicals, such as disinfectant.
- 4) When using flip caps, open the lid and tip the chemical bottle upside down. Gently squeeze to apply chemical to the hand cloth.