

HS15 Food and Drink in Labs and Shops

Classification: Health, Safety and Security
 Responsible Authority: Manager, Occupational Health and Safety
 Executive Sponsor: Vice President, Finance and Administration
 Approval Authority: Algonquin College Executive Team
 Date First Approved: 1999-06-01
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 Date to Complete Mandatory Review: 2031-03-31

PURPOSE

To maintain safe environments within labs and shops through compliance with the Occupational Health and Safety Act of Ontario, in accordance with the College Occupational Health and Safety Management System.

SCOPE

This policy applies to all labs and shops and all College community members. (employees, students, visitors and contractors).

DEFINITIONS

Word/Term	Definition
Food and drink	Any manner of product that is consumed by an individual for the purposes of nutrition or hydration or other purposes. This can include solid, semisolid and liquid foods as well as any form of drink, either solid, semi-solid or liquid and includes water. This definition applies regardless of the container used.
Hazardous material	Refers to any chemical, biological or physical agent controlled under the regulations of the Occupational Health & Safety Act of Ontario (including the Workplace Hazardous Materials Information System and designated substances regulations) as well as dusts and fumes of any manner, explosive materials, radioactive materials, pesticides, biohazardous materials, hazardous wastes and unsealed chemical processes or equipment.
Labs and shops	Include all laboratories and shops, both academic and non-academic, where hazardous materials are present or are likely to be present. For greater clarity, this definition also includes labs such as computer labs and robotics labs where significant

	damage could occur from accidental spilling of food and drink onto sensitive equipment.
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POLICY

1. In keeping with the Occupational Health and Safety Act of Ontario and the College Occupational Health and Safety Management System (OHSMS), the College prohibits food and drink from labs and shops due to the risk of contact with or ingestion of a hazardous material and the risk of accidental damage to equipment.
2. Signs indicating that food and drinks are prohibited are posted in prominent locations at the entrances and inside the labs and shops.
3. Disciplinary measures, in accordance with the Student Conduct Policy SA07 and other College disciplinary practices may be taken to enforce compliance with this policy.

PROCEDURE

	Action	Responsibility
1.	Advise students that food and drink are prohibited in labs and shops at the beginning of each term and as necessary.	Employees
2.	Report instances of non-compliance by College community members to your supervisor to initiate disciplinary actions, where necessary.	Employees
3.	Advise College community members that food and drink are prohibited in labs and shops.	Supervisors
4.	Initiate disciplinary actions, where necessary, to enforce compliance with this policy.	Supervisors

SUPPORTING DOCUMENTATION

None

RELATED POLICIES

HS01: Occupational Health and Safety

SA07: Student Conduct

RELATED MATERIALS

Occupational Health and Safety Act of Ontario:

http://www.e-laws.gov.on.ca/html/statutes/english/elaws_statutes_90o01_e.htm

Algonquin College Occupational Health and Safety (OHS) System (Programs and Standards):

<https://www.algonquincollege.com/safety-security-services/home/occupational-health-and-safety>