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## Heritage College Administrative Procedure # 11 Relating to Safety - Eyewash Stations

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**Subject:** Procedures relating to Safety - Eyewash Stations

**Administrator:** Director of Building Services

**Issuing  
Service:** Building Services

**Coming  
into Force:** October 24, 2000

**Revised:** N/A

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### **Purpose**

The purpose of this document is to ensure that eyewash stations are available where required and that they are maintained in order to ensure the health and safety of staff and students. *Where a worker is exposed to a potential hazard of injury to the eye due to contact with a biological or chemical substance, an eyewash fountain shall be provided.*

### **Application**

These procedures apply to all individuals at Heritage College.

### **Procedures**

#### **1) Installation of Eyewash Stations**

Eyewash stations should be installed in areas where a person (staff or student) is exposed to potential eye injury due to contact with a biological or chemical substance. It is recommended that this station be located at a distance no farther than 10 meters from the hazard location. Suggested coverage for eyewash installations includes but is not limited to:

- science preparation rooms where concentrates are handled;
- areas where corrosives are used;
- cleaning chemical storage and mixing areas;
- paint shops;
- auto body paint mixing areas;
- industrial arts; and
- visual arts.

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### 2) Eyewash Stations Must Be Identified With a Highly Visible Sign

### 3) Eyewash Considerations

An eyewash should **NOT** be considered for foreign particles in the eye (e.g. wood dust, metal filings) as pressure from the spray could lodge such matter into the soft tissue around the eye or the eyeball itself.

### 4) Eyewash Unit Breakdown

If an eyewash unit breaks down, staff and students in the area should be warned and properly protected.

### 5) Types of Eyewash Stations

- **Fixed or plumbed-in** eyewash basins which can deliver the required 15-minute flush.
- A **combination eyewash/body spray unit** should be considered as a versatile alternative to an eyewash basin. The hand-held unit can be used for splash and spills affecting other parts of the body but, for an eye injury, should only be used as an exterior measure until a 15-minute flush can be achieved.
- Portable **eyewash bottles** can be used to support eyewash stations. While they cannot be considered a substitute for a permanent, plumbed eyewash station, they can be kept in the immediate vicinity of staff/students so that an injured person can flush immediately, before going to a fixed eyewash unit.

### 6) Temperature Range

A comfortable temperature range for the water in fixed eyewash stations is 15-32 degrees celsius (60-95 degrees fahrenheit).

### 7) Operation of the Eyewash

- Everyone should remain calm and see that immediate care is given to the victim.
- The eyes should be immediately washed with clear water or an approved eyewash fluid for 15 minutes.
- When washing the eyes, it is important to hold the eyelids open and roll the eyeballs so that water will flow on the entire surface of the eye and into the surrounding folds. The victim may need aid in holding the eyes open.
- Seek medical aid immediately.

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### 8) Maintenance of Fixed (Plumbed) Eyewash Units

- The water should be run on a regular schedule (i.e., once a week for 3 minutes) to ensure that the units are working properly.
- The temperature should be taken periodically to ensure the delivered water is 15-32 degrees celsius (60-95 fahrenheit).
- Preventative maintenance (such as checking for valve leakage and clogged openings and lines) should be done as per the manufacturer's instructions, or on a regular schedule.

### 9) Maintenance of Portable Eyewash Bottles

- Check the bottles weekly and replace or refill if necessary.
- If the bottle contains a buffered saline solution, check expiry date on the units and replace when required.
- If the bottle contains distilled water, change the water frequently (once per week at a minimum).

### 10) Location of Written Instructions

- Written instructions must be posted *beside the eyewash station*. Instructions in the proper use and location of eyewash stations should be given to staff and students in the area. A hands-on drill for finding equipment with eyes closed is recommended.

### Roles and Responsibilities

Those primarily responsible for the implementation of these procedures are the departmental coordinators, managers, certified labourer, chief custodian and the Health and Safety Committee.

### Revision

These procedures will be reviewed when deemed necessary.