HS44 – Designated Substances Inventory

These records relate to the presence of designated substances in University buildings.

Content & Scope
Designated substances, as defined in the Occupational Health and Safety Act, are toxic substances to which the exposure of a University or third party worker is prohibited, regulated, restricted, limited or controlled.

This records class excludes the asbestos control program.

The records include comprehensive designated substances audits of University buildings, records of exemption for buildings constructed in 1985 or later, and records of significant discovery or removal of asbestos and other designated substances in/from specific locations, and related supporting documentation.

Related Records
For the asbestos control program, see HS12: Emergency/Safety Plans and Programs

Responsible Unit
Plant Operations

Information Steward
Vice-President, Administration & Finance

Privacy Classification
Confidential

Retention
Permanent

Authority
Occupational Health and Safety Act; O. Reg. 490/09: Designated Substances; O. Reg. 278/05: Designated Substance - Asbestos on Construction Projects and in Building and Repair Operations

Retention Rationale
The retention period is based on operational use.

Approval Date(s)
December 19, 2011