

	OCCUPATIONAL HEALTH AND SAFETY	Human Resource Manual
	Power Outages	Section 1008

POWER OUTAGES

PURPOSE

1. The safety of the employees of the Government during power outages is a primary concern.
2. Deputy Heads are responsible for determining if the job sites at which their employees work are safe during a power outage.

APPLICATION

3. These guidelines and procedures apply to all employees.

PROVISIONS

4. Deputy Heads have the authority to send employees home during power outages.
5. There are no firm time guidelines for the closing of an office if there is a power outage. A judgement is made based on the existing conditions. The weather, the building temperature, the level of darkness and the expected length of the outage must be considered. Emergency lighting systems are normally designed to stay on for a minimum of 20 minutes but they may last up to one hour.
6. The decision to temporarily suspend services or close some or all government offices in a community must be approved by the persons authorized to do so, formally communicated over the community radio station and wherever possible, posted on the Help Desk of the Government's computer network.
7. If the emergency lighting starts to fade, it is recommended that employees leave the building.
8. If the emergency lighting does not come on during a power outage in Iqaluit, the Property Management Officer at the Department of Community and Government Services should be contacted. In the regions, the regional office of the Department of Community and Government Services should be contacted.

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9. An employee who has safety concerns during a power outage should make this known to the supervisor or the departmental safety warden. If the remedial action taken is not satisfactory, the employee should refer the concerns to the departmental human resource section.

10. If the employees of a particular building are concerned for their safety because of prior power outages, they should report their concern to the Deputy Head before the next outage occurs. It can then be determined if a contingency plan should be developed or if extra safety measures should be taken.

CONTACTS

11. For clarification or further information, please contact:

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