



September Safety Talk

Working Alone or In Isolation

Who does the working alone program apply to?

The working alone program applies to all workers in positions or situations that require them to be working alone or in isolation under conditions that may present a risk of injury or ill health.

Employees who have not been identified in a working alone situation but feel they require a check-in procedure may ask their supervisor to be included.

Who is responsible for the working alone program?

Departments are responsible for maintaining working alone position and task inventory assessments.

Supervisors are responsible to ensure the contact person and those working alone are trained and understand the written procedure.

Employees are responsible for complying with the working alone program and to perform check-ins when required.

What is a position and task inventory assessment ?

Departments should have position and task inventories for their specific areas. The risk assessments look at whether the task/position has a risk of injury or ill health, the likelihood of such an injury occurring and the likelihood of help being available.

The assessment is then used to determine whether a check-in procedure is required and what the contact time will be.

The higher the risk, the shorter the contact time.

Who developed the working alone procedures?

Your working alone procedures should be developed and made available by your Division. The Joint OH&S committee is available for ongoing consultation. The safety committee will continually be involved in reviewing the initial assessments and procedures.

How often does a worker check in?

It depends on where you work and what hazard level the job is. Each job could be very different. The basic principal is, the higher the hazard, the more frequently the worker checks in.

Do we have to document the contact?

WorkSafeBC Regulations require that a person/resource must be designated to establish contact with a worker at pre-determined intervals and the results must be recorded. Alternately, the worker can contact a person/resource, as long as there are specific procedures to follow in case contact is not made.

What other working alone contact methods are available?

Ensure your Supervisor reviews all applicable working alone procedures and you clearly understand your responsibilities. Working alone procedures and check-in systems need to be analyzed and reviewed on an ongoing basis by the Joint Occupational Health and Safety committee.

