



# Blood Borne Pathogens Awareness & Exposure Plan

Safety and Environmental Management System

SEMS 6-1

This plan is written in accordance with OSHA Standard 29 CFR 1910.1030 guidelines. The SONOCO Safety Department is responsible for the company adhering to all guidelines described in this standard. This plan shall be located in the SONOCO Safety Manuel onboard each offshore operation and in the SONOCO Safety Office, located at 5450 West Main St. Houma, Louisiana. The SONOCO Safety Department shall be responsible for maintaining all medical records involving exposures. All employees shall have access to this plan.

## **Purpose**

The purpose of this exposure control plan is to minimize or eliminated our employee's risk of exposure to blood or other infectious body fluids and also to describe a plan of action to follow in case of accidental exposure. Other potentially infectious body fluids include: semen, vaginal secretions, cerebrospinal fluid, amniotic fluid, saliva and any other body fluid visibly contaminated with blood or not. This plan will be reviewed periodically, or as necessary to ensure it remains effective in all areas of prevention.

## **Exposure Determination**

SONOCO is an offshore catering company. We provide cooking and housekeeping services for offshore oil drilling and production facilities. In addition to this work we also provide grocery and laundry service. Our personnel are subject to exposure of blood borne pathogens (BBP). The positions of cook, utility hand, warehouse and laundry worker are at risk for exposure for these pathogens. The exposure determination is made without regard to the use of personal protective equipment (i.e employees are considered to be exposed even if they wear personal protective equipment). This exposure determination is required to list all job classifications in which all employees may be expected to incur such occupational exposure, regardless or frequency.

## **Areas of Occupational Exposure**

SONOCO employees can expect possible BBP exposures in these areas listed below:

<b>Task</b>	<b>Cook</b>	<b>Utility</b>	<b>Laundry</b>	<b>Warehouse</b>
Laundry (bed linen, work clothes, towels)	*	*	*	
Making Bunks/Handling used linen	*	*		
Cleaning toilets, showers & counters	*	*		
Sweeping & Mopping	*	*	*	*
Cleaning Walls & other surfaces	*	*	*	*
Using Sharps (knives/box cutters)	*	*	*	*
Cleaning up after Accident (BBP present)	*	*	*	*



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## Bloodbornes Pathogens

**Blood borne pathogens** are microorganisms such as viruses or bacteria that are carried in blood/fluids and can cause disease or illness in people. There are many different bloodborne pathogens including malaria, syphilis and brucellosis, but Hepatitis B (HBV) and the Human Immunodeficiency Virus (HIV) are the two diseases specifically addressed by the OSHA Blood borne Pathogen Standard.

### Hepatitis B (HBV)

“Hepatitis” means “inflammation of the liver” and as its (HBV) name implies, Hepatitis B is a virus (stain “B”) that infects the liver. While there are several different types of Hepatitis, Hepatitis B is transmitted primarily through “blood to blood” contact. Hepatitis B initially causes inflammation of the liver, but it can lead to more serious conditions such as cirrhosis and liver cancer.

The symptoms of HBV are very much like mild “flu”. Initially there is a sense of fatigue, possible stomach pain, loss of appetite, and even nausea. As the disease continues to develop, jaundice (a distinct yellowing of the skin and eyes, and a darkened urine will often occur. However, people who are infected with HBV will often show no symptoms for some time. After exposure it can take 1-9 months before symptoms become noticeable. Loss of appetite and stomach pain, for example, commonly appear within 1-3 months, but can occur as soon as 2 weeks or as long as 6-9 months after infection.

There is no therapeutic “cure” or specific treatment for HBV, but many people who contract the disease will develop anti-bodies, which help them combat the infectious organism causing the virus and protect them from re-infection in the future (immunity). It is important to note, however, that there are different kinds of hepatitis, so infection with HBV will NOT stop someone from getting another type.

The Hepatitis B virus is very durable and resistant to the elements, and it can survive in dried blood for up to seven days. For this reason, ***this virus is the primary concern for housekeepers, custodians, laundry personnel and other employees who may come in contact with blood or potentially infectious materials in a non-first-aid or medical care situation.***

### Hepatitis B Vaccinations

Because SONOCO employees are subject to exposure to blood borne pathogens the Hepatitis B vaccine series is offered at no cost to them. These vaccinations are administered through the company’s company doctors in Houma, LA.



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If an employee is exposed to blood or potentially infectious materials during their employment, this person may request a Hepatitis B vaccination at that time. If the vaccine is administered immediately after exposure it is extremely effective at preventing the disease.

The Hepatitis B vaccination is given in a series of three shots. The second shot is given one month after the first, and the third shot follows five months after the second one. This series gradually builds up the body's immunity to the Hepatitis B virus.

The vaccine itself is made from yeast cultures; there is no danger of contracting the disease from the vaccination(s), and, once vaccinated, a person does not need to receive the series again. Life-long immunity is established with completion of the series and documented "conversion" with demonstrated antibody titers. There are booster shots available, however, and in some instances these may be recommended (for example, if there is an outbreak of Hepatitis B at a particular location).

**Human Immunodeficiency Virus (HIV)**

A virus called the human immunodeficiency virus, or HIV, causes AIDS, or acquired immune deficiency syndrome. Once a person has been infected with HIV, it may be many years before AIDS actually develops if it does at all. HIV attacks the body's immune system, weakening it so that it cannot fight other fatal diseases. AIDS is a fatal disease, and while treatment for it is improving, there is no known cure.

The HIV virus is very fragile and will not survive very long outside of the human body. It is primarily of concern to employees providing first aid or medical care in situations involving fresh blood or other potentially infectious materials. It is estimated that the chances of contracting HIV in a workplace environment are only 0.4%. However, because it is such a devastating disease, all precautions must be taken to avoid exposure.

The AIDS infection essentially occurs in three broad stages. The first stage begins when a person is actually infected with HIV. After the initial infection, a person may show few or no signs of illness for many years. Eventually, in the second stage, an individual may begin to suffer swollen lymph glands or other lesser pathological conditions or disease processes, which begin to take advantage of the body's weakened immune system. The second stage is believed to eventually lead to AIDS, the third and final stage, in all cases. In this stage, the body becomes completely unable to fight off life-threatening, opportunistic infections.

Symptoms of HIV infection can vary, but often include weakness, fever, sore throat, nausea, headaches, and diarrhea, a white coating on the tongue, weight loss, and swollen lymph glands.



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## **Barriers to Prevent Bloodborne Pathogens Infection** **Warnings & Labels**

A biological warning signifies actual or potential presence of a hazard such as regulated waste: blood or other bodily fluids, contaminated items that have come in contact with those items.



## **Workplace Precautions**

- Eating, drinking, smoking, handling contact lenses and applying cosmetics shall be confined to the areas specifically designed for that purpose.
- Hand washing and eye wash facilities will be readily available for all personnel to use.
- All bathroom surfaces, laundry facilities, bedroom linen and other potential contaminated surfaces will be cleaned and sanitized (by a solution, heat, or a combination) to kill bacteria.

## **Universal Precautions**

“Universal precautions” is the name used to describe a prevention strategy in which all blood and potentially infectious materials are treated as if they are, in fact, infectious, regardless of the perceived status of the source. In other words, whether or not you think the blood/body fluid is infected with blood borne pathogens, you treat it as if it is. This approach is used in all situations where exposure to blood or potentially infectious materials is possible. This also means that certain engineering and work practice controls should always be utilized in situations where exposure may occur.

## **Engineering Controls**

Engineering controls will be used to eliminate or minimize exposure to SONOCO employees. Where occupational exposure remains after putting these controls in place, personal protective equipment shall also be utilized. The following engineering controls may be utilized:

- Knife holders (wall mounted)
- Labeled containers for disposal of contaminated rags, Band-Aids, etc. (in medics office)
- Disposal containers for used razor blades
- These containers are to be inspected on a daily or as needed basis, for disposal of contents and to insure they are in good working condition.



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## **Personal Protective Equipment**

It is extremely important to use proper personal protective equipment and work practice controls to protect yourself from blood borne pathogens. Latex, nitrile or other forms of protective gloves are to be worn when performing job duties described in the “areas of exposure” section of this plan. This is a simple precaution that can prevent blood or potentially infectious body fluids from coming in contact with the skin. To be protected, it is essential to have a barrier between you and the potentially infectious material. Change gloves often, wash and sanitize them after use and or discard and get replacements when they tear. Once torn, they lose their effectiveness as a barrier.

## **Handwashing**

Hands should be washed immediately after each task with anti-bacterial soap for at least 20 seconds, scrubbing hands and arms up to the elbow. Hands should also be washed immediately (or as soon as feasible) after removal of gloves.

## **Rules to Follow**

- Always wear PPE in exposure situations, including gloves, safety glasses or goggles.
- Remove PPE that is torn or punctured, or has lost its ability to function as a barrier to blood borne pathogens.
- If coming in contact with bloody bandages, rags, Band-Aids, bloody towels, clothes or bed linen contact facility medical personnel for disposal.

*If handwashing facilities are unavailable or inaccessible within the work area, SONOCO will provide an appropriate antiseptic hand cleanser, paper towels, or antiseptic towelettes. PPE will be provided to SONOCO employees at no cost to the employee. PPE must be used unless employer shows employee temporarily declined PPE use.*

## **Reporting and Medical Care**

### **Investigating Potential Exposures**

- Employee who reports a possible BBP exposure will report IMMEDIATELY to the SONOCO supervisor.
- SONOCO supervisor will take employee to on-board medical personnel immediately.
- SONOCO supervisor will contact SONOCO Safety Department and begin investigation of circumstances surrounding the exposure.



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**If you come in contact with an area contaminated by blood or bodily fluids:**

- Contact the on-board medical personnel immediately
- Quarantine the area, wear gloves and clean and sanitize area with a mild solution of water and bleach (10:1) mixture immediately.

**If you believe you have been exposed to HBV or HIV you should:**

- Contact the on-board medical personnel immediately
- Wash exposed skin area and or hands with a mild solution of water and bleach (10:1) mixture immediately.
- If blood is splashed in the eye or a mucous membrane, flush the affected area with running water for at least 15 minutes.
- Contact the SONOCO Safety Department @ 985-851-0727.
- A blood test may be requested or the Hepatitis B vaccination may be given. The blood test and vaccination series is provided to employees at no cost.
- Medical care providers will provide results in written form to SONOCO and in turn to the employee.
- Records of exposures and treatment shall be maintained in accordance with required procedures including protecting employee confidentiality.
- Employee may have access to these records.

**Employee Training**

- All SONOCO employees are introduced to the BBP and Exposure Plan upon hire. This training consists of:
  - A video presentation defining the pathogens, methods of transmission and prevention.
  - A copy of the written plan is given to each employee.
  - A verbal review of the video and written plan is conducted.
  - Protection barriers including PPE, workplace precautions, housekeeping and universal precautions are reviewed.
  - Procedures for reporting of exposures and follow-up are explained.
  - A Q&A session follows initial training.
- Follow-up training for all employees is completed as per requirements during the first quarter of employment and yearly after that date.
- Records of training are maintained as per regulations including names of employees attending, dates of training, material covered, and trainer qualifications.
- Verifications of training are kept in employee files, in Safety Meeting Minutes records and/or electronically for distribution and will be maintained for a minimum of 3 years.



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## **Record Keeping and Exposures**

- SONOCO shall keep on file all records of BBP exposures in accordance with CFR 1910.1020. for a minimum of 3 years.
- The name and social security number of the employee.
- A copy of the employee's Hepatitis B vaccination status, including the dates of all the Hepatitis B vaccinations and any medical records relative to the employee's ability to receive the vaccination.
- A copy of all results of examinations, medical testing, and follow-up procedures.
- The SONOCO copy of the healthcare professionals written opinion.
- A copy of all information provided to the healthcare professional.
- SONOCO will ensure that the employee's medical records are kept confidential and are not disclosed or reported without the employee's express written consent to any person within or outside the workplace except as required by law.
- SONOCO will maintain the records for employees with occupational exposure for at least the duration of employment PLUS an additional 30 years.
- Employee medical records shall be provided upon request for examination and copying to the subject employee, to anyone having written consent of the subject employee or others as required by law.