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# Hazard Communication Training Program

## “Right-to-Know” Program

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# Objective

Under this program, the goal is.....



- To educate employees on how to know recognize potential hazards within their workplace
- To help reduce the risks involved in working with hazardous materials
- Safe handling procedures
- Learning what measures to take for protection from these chemicals
- \* Employees in *ALL* work areas should become familiar with this OSHA Standard

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# Introduction

- About 32 million employees work with and are potentially exposed to one or more chemical hazards
  - Approximately 650,000 chemical products exist
  - Hundreds of new ones are being introduced annually
  - Some chemicals may pose safety hazards and have the potential to cause fires, explosions and other serious accidents
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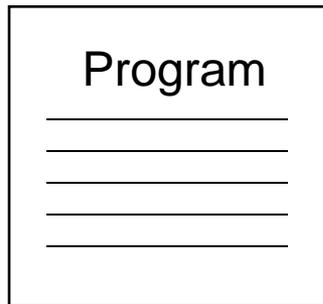
## How does this apply to You...

- OSHA recommends that everyone know how to find the proper information to protect themselves
  - If in an office setting or otherwise, you might think Hazard Communication would not apply to you...however, you could always find yourself in a situation and not realize it...
  - For Example: If you were using a cleaning agent for your desk or office you need to know how to read the label prior to using the cleaning agent. Or on the other hand, recognize not to use something that could be mixed improperly or does not have a label on it.
  - And, in case of an exposure or accident, you need to know how to react in an emergency situation
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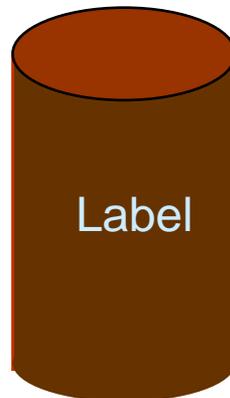
# OSHA's Hazard Communication Standard

To ensure that employers and employees know about work hazards and how to protect themselves so that the incidence of illnesses and injuries due to hazardous chemicals is reduced.

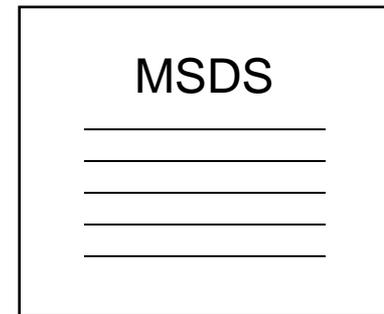
Hazard  
Communication  
Program



Container  
Labeling



Material Safety  
Data Sheet



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# Definitions

- Hazard-
    - An exposure associated with an unacceptable risk for illness or disease
  
  - Material-
    - A chemical or mixture of chemicals, including raw materials, process additives, products, by-products, waste materials, maintenance related materials, and laboratory chemicals
  
  - Material Safety Data Sheets-
    - A document addressing the Risk Management aspects of a material.
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# Department Responsibilities

- List hazardous chemicals within your location
  - Obtain MSDS Sheets and labels for each hazardous chemical...provided by the manufacturer, importer or distributor
  - Communicate hazard information to employees and new hires in your departments through labels, MSDS sheets and formal training
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# So how can hazards be reduced?

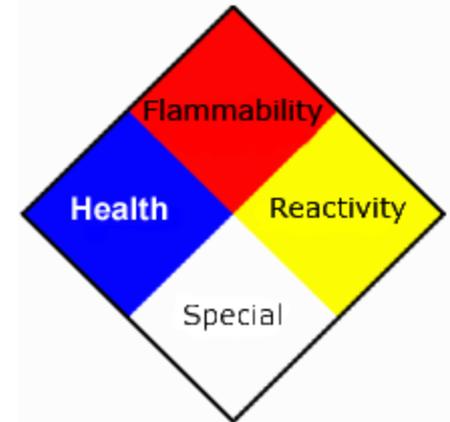


- The *first* step is to perform a thorough hazard assessment or materials inventory list
    - Making a list of all the hazardous chemicals within your department
  
  - We as the Employer can rely on the evaluations performed by manufacturers or importers to establish the hazards of the chemicals they produce
    - This information can be found from MSDS sheets and labels
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# How must chemicals be labeled?

Each department shall *verify* that all containers of hazardous chemicals entering the workplace or received for use will include the following information from the manufacturer:

- Clearly labeled as to the contents of the chemical
- Notes appropriate hazard warnings
- Lists the name and address of the responsible party



# Container Labeling

The Hazard Warning can be any of the following that provides information on the hazards of the chemicals and the targeted organs affected, if applicable:

- Any type of message
- Picture
- Symbol

Chemical Name	
<b>HEALTH</b>	0
<b>FLAMMABILITY</b>	0
<b>PHYSICAL HAZARD</b>	0
<b>PERSONAL PROTECTION</b>	0

Labels must be legible in English (others if desired) and displayed

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# What is a Material Safety Data Sheet?

- Prepared & Given by the chemical manufacturer or importer and describe the following:
    - ❑ Physical hazards, such as fire and explosion
    - ❑ Health hazards, such as signs of exposure
    - ❑ Routes of exposure
    - ❑ Precautions for safe handling and use
    - ❑ Emergency and first-aid procedures
    - ❑ Control Measures
  
  - In other words....It's what YOU need to Know to Protect Yourself!!!!
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# Material Safety Data Sheets

- Must be convenient & readily accessible to all employees during their work shift and in each work area
  - MSDS sheets have no prescribed format
  - Must be in English and include information regarding the specific chemical identity and common names
  - If not on containers, you must call the manufacturers to get the full description of the chemicals with which you are working
  - Do Not use the chemical until you know what you are working with first!
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# MSDS Sheet-Continued

Example:

What protection must the employer provide when workers use the product?

How do you handle the product safely?

Is there a danger when the product combines with other chemicals?

In the case of an accidental spill or release, what should be done?

## SECTION V - EMPLOYEE PROTECTION

**VENTILATION:** Outdoor use - ensure adequate ventilation and avoid fumes by working upwind. Indoor use - ensure adequate building ventilation and local exhaust. (See Respiratory Protection below and Section VII on dangers of hydrogen sulfide.)

**RESPIRATORY PROTECTION:** If irritation occurs or if the TLV for asphalt fumes is exceeded, use a NIOSH/MSHA approved air purifying respirator. In situations where the concentration of H<sub>2</sub>S exceeds the PEL or TLV, supplied air breathing apparatus are required. Always use respiratory protection in accordance with your respiratory protection program and OSHA regulations under 29 CFR 1910.134.

**PROTECTIVE EQUIPMENT:** Wear safety goggles or a face shield when material is in liquid form.

**PROTECTIVE CLOTHING:** Wear long sleeved shirt and long pants. Leather or lined neoprene coated gloves should be used when there could be direct contact. Sunscreens may decrease the potential for skin discoloration with chronic exposure.

**WORK/HYGIENIC PRACTICES:** Kettles should be operated at the lowest possible temperature that allows proper application. Kettle should have tight-fitting lids and be used in well ventilated areas. Handle in accordance with good industrial hygiene and safety practices. These include avoiding any unnecessary exposure and removal of the material from the skin, eyes, and clothing. Wash hands and arms frequently. Shower after exposure. Wash work clothes when soiled. Safety showers and eye wash stations should be available.

## SECTION VI - REACTIVITY DATA

**STABILITY (Conditions to Avoid):** Product is stable. However, upon heating, hydrogen sulfide gas (H<sub>2</sub>S) may be generated. (See Section VII of this MSDS for more information on H<sub>2</sub>S.)

**INCOMPATIBILITY (Materials to Avoid):** Do not allow hot, molten asphalt to contact water as this may cause violent eruptions of steam and hot asphalt. Avoid contact with strong oxidizers.

**REACTIVE HAZARDOUS PRODUCTS:** Carbon monoxide, carbon dioxide, sulfur oxides, hydrogen sulfide, and various hydrocarbon vapors may be generated. Hydrogen sulfide gas may be released. (See Section VII.)

**OTHER REACTIVITY DATA:** No other reactivity data are available.

## SECTION VII - STORAGE PRECAUTIONS

**PRECAUTIONS TO BE TAKEN IN HANDLING AND STORAGE:** Ensure adequate ventilation. (See Section V above.)

## SECTION VIII - PHYSICAL DATA

**MELTING POINT (°F):** Not Applicable

**BOILING POINT (°F):** 700

## SECTION IX - ENVIRONMENTAL PROTECTION

**ACTION TO TAKE FOR SPILLS (Use Appropriate Safety Equipment):** Dike storage tanks to prevent material from entering sewers or waterways. Absorb with inert materials such as sand or vermiculite. Dispose as a solid regulated waste.

**WASTE DISPOSAL METHODS:** Dispose in accordance with federal, state and local regulations as a solid waste. The primary method of disposal is incineration.

## The MSDS Tells You All of the Following:

1. What chemicals are in the product.
2. Maximum time you can legally be exposed to the chemical.
3. Is the product a fire or explosion hazard?
4. How it enters/harms your body?
5. How it affects your Health - Short and Long Term.
6. What Personal Protection Equipment needs to be used.
7. How do you handle the product safely?
8. Is there a danger when the product is combined with other chemicals?
9. In the event of a spill or release, what should be done.

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# In Conclusion, You Should KNOW.....

1. Where the County keeps its written Hazard Communication Program - (Risk Management Dept.)
  2. What chemicals you work with in your Department (given by department)
  3. Where the MSDS sheets are located in your department
  4. Every container must have a label
  5. What chemicals are in each container you work with in your department
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## In Conclusion.....

6. What personal protective equipment to wear when using a chemical (found on MSDS sheet)
  7. Information to protect yourself from all chemicals (even common ones such as rubbing alcohol and bleach)
  8. How to check the MSDS sheet for cleaning up a particular spill
  9. First aid procedures for the chemicals in your area if an accident occurs (found on MSDS sheet)
  10. How to properly store the chemicals with which you work
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# Safety Training Contact

For answers to questions, interactive discussion or other information related to *HazCom*, please Contact:

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