

## *The Basics of Hazard Communication*

An effective hazard communication program provides you with information and knowledge of the various chemicals and materials you may use in your daily job and activities. This document is intended to provide an outline of the basic components and requirements of OSHA Standard 1910.1200.

**Container Labeling:** All containers need to be marked or identified as to the containers contents.

**Secondary Containers:** Those temporary containers (not the container provided by the manufacturer, spray bottles for example) used to store or handle a chemical beyond the duration of a single shift, must be properly labeled with either a copy of the manufacturers label or handwritten label such as available through HMIS or NFPA.

**Safety Data Sheets:** SDS sheets are the informational sheets on the various chemicals and materials you use. They tell you all of the information about the chemical, protective measures required to be taken when using the chemical and personal protective equipment required as well as signs and symptoms of over exposure.

In the event you'd like to review a SDS for a particular chemical, SDS sheets are kept on file by your employer and must be readily available upon request.

**Training:** When you were hired, you received initial training and critical information on this program. Additional training must be provided when there is a change in the chemical properties, when a new chemical is introduced or when handling procedures are altered.

**Outside Contractors:** All outside contractors who use or handle chemicals as part of the service they are providing must adhere to this program as well.

**Additional Information:** It is expected and required that employees working with chemicals assure that all containers are properly marked, personal protective equipment is used, and the chemicals are used as it was intended and designed for. Also, it is critical that the work area is properly ventilated and secured to assure facility operations are not impacted or interrupted.

### **Remember...**

- Never mix any chemicals together
- Always use chemicals in a ventilated area.
- Never bring any chemicals into the workplace unless they have been approved by management.

**Note:** This is a brief overview of a very complex safety program. A copy of the OSHA Standard which includes specific training, recordkeeping and documentation procedures is available on-line through [www.OSHA.gov](http://www.OSHA.gov)

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