

# HAZARD COMMUNICATION

## Supplement to Standard Training Module

### TRAINING REQUIREMENTS OVERVIEW

This standard Vivid training module provides a general overview of chemical hazards and material safety data sheets. **In addition to the general overview, employees must receive facility and work area specific training. This additional training must cover, at a minimum:**

- The specific details of the facility's written hazard communication program
- Methods and observations used to detect the presence or release of chemicals in their work area
- Physical and health hazards of chemicals in their specific work area
- Safe chemical handling procedures
- Routes of entry for those specific chemicals
- Exposure monitoring results, and permissible limits
- Measures the employee can take to protect themselves, including specific PPE requirements
- Location and availability of the written hazard communication program, the facility's chemical materials list, and MSDS's

Frequency: This training **must** be provided at the time of their initial assignment and whenever a new physical or health hazard is introduced into their work area.

### GENERAL OVERVIEW OF THE STANDARD

#### HAZARD COMMUNICATION - 29 CFR 1910.1200

**PURPOSE:** To ensure that the hazards of all chemicals produced or imported are evaluated and that information concerning their hazards is transmitted to employers and employees.

The Hazard Communication Standard includes the following six parts.

1. **HAZARD DETERMINATION:** Chemical manufacturers and importers shall evaluate their chemicals to determine if they are hazardous (not

employers, unless they choose not to rely on the above mentioned determination).

2. **WRITTEN HAZARD COMMUNICATION PROGRAM:** Employers shall develop, implement and maintain a written hazard communication program which at least describes how the criteria for labels and other forms of warning, material safety data sheets, and employee information and training will be met; must also include the Chemical Inventory List.
3. **LABELS AND OTHER FORMS OF WARNING:** Each container of hazardous chemicals shall be labeled, tagged or marked with:
  - Identity of the hazardous chemical
  - Appropriate hazard warnings
  - Name and address of the chemical manufacturer, importer, or other responsible party
4. **MATERIAL SAFETY DATA SHEETS:** Employers shall maintain a MSDS for each hazardous chemical that they use and it should be readily accessible with the following information:
  - Identity used on the label
  - Physical and chemical characteristics
  - Physical hazards
  - Health hazards
  - Primary route(s) of entry
  - Exposure limits
  - Carcinogenic properties
  - Safe handling procedures
  - Protective measures (appropriate engineering controls, work practices, PPE)
  - Emergency and first aid procedures
  - Date of preparation or revision of the MSDS
  - Name, address, and telephone number of the chemical manufacturer, importer, employer, or other responsible party
5. **EMPLOYEE INFORMATION AND TRAINING:** Employers shall provide employees effective information and training on the hazardous chemicals in their work area at the time of their initial assignment and whenever a new physical or health hazard is introduced into their work area.  
Training should include:
  - General overview of the standard and its requirements (i.e. the computer module)
  - Specific employee training covering the hazardous chemicals in their work area, safe handling procedures, routes of entry for

those specific chemicals, exposure limits, specific required PPE, and the location and availability of the MSDSs.

6. TRADE SECRETS: Manufacturer, importer or employer may withhold the specific chemical identity from the MSDS if
- "Trade secret" claim can be supported
  - Information concerning the properties and effects is disclosed
  - MSDS indicates trade secret information is being withheld
  - Specific chemical identity is made available to health professionals, employers and designated representatives

Although there are 6 main parts to the standard only numbers 2-5 are employer compliance steps.

*NOTE: This standard is performance based which means employers are to adapt the rule to the needs of the workplace rather than follow specific rigid requirements.*

## REFERENCE MATERIALS

### Publications

*Chemical Hazard Communication*

*Publication # 3084*

*contact your local OSHA office or OSHA Publications @ 202-523-9667*

*Hazard Communication Compliance Guidelines*

*Publication # 3111*

*Can be downloaded at: <http://www.osha.gov/Publications/osha3111.pdf>*

### Website

*OSHA Hazard Communication website:*

*<http://www.osha.gov/SLTC/hazardcommunications/index.html>*