# UT Tyler Hazard Communication Program and General Chemical Safety

- Review Hazard Communication Program.
- Discuss “no eating or drinking” where chemicals are stored or used.
- Discuss chemical storage requirements and compatibility standards.

## Supervisor's Notes:

- Review workplace Hazard Communication program procedures.
- Ensure employees understand the risks and the designated location to eat and drink that is free of hazardous chemicals.
- Review workplace practices and procedures used to ensure chemicals are properly stored. Review chemical compatibilities.

## Inventory, Safety Data Sheets (SDS), and Labeling

- Identify workplace chemical inventory list (CIL), and identify the location of the chemicals the employee may use or be exposed to, prior to use.
- Identify location of SDSs. Familiarize employees on how to read and use the information contained in the SDS.
- Review a workplace SDS:

  | Identification | Hazard(s) Identification | Composition/Information on Ingredients | First-Aid Measures | Fire-Fighting Measures | Accidental Release Measures | Handling and Storage | Exposure Controls/Personal Protection | Physical and Chemical Properties | Stability and Reactivity | Toxicology Information | Ecological Information (Non-mandatory) | Disposal Considerations (Non-mandatory) | Transport Information (Non-mandatory) | Regulatory Information (Non-mandatory) | Other Information |
  |----------------|--------------------------|----------------------------------------|--------------------|------------------------|---------------------------|-------------------------|-----------------------------|-------------------------------|--------------------------|-------------------|-------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------|------------------|
  - Discuss GHS pictograms and warning symbols.
  - Familiarize the employee with reading and using information on container labels. Discuss the importance of labels and ensuring chemicals transferred to secondary containers are properly labeled:

<table>
<thead>
<tr>
<th>Complete and legible</th>
<th>Contains chemical name and ingredients</th>
<th>Identifies hazards (HMIS or NFPA Ratings)</th>
</tr>
</thead>
</table>

- Complete and legible
- Contains chemical name and ingredients
- Identifies hazards (HMIS or NFPA Ratings)

## Other Information:

- Ensure employee knows; how to acquire the workplace CIL and the locations where hazardous chemicals are stored or used.
- Have employee obtain an SDS for a hazardous chemical they use or provide one for a chemical that will be used.
- Ensure employee can locate and understands the information on a selected SDS:
    - How do they determine the hazard?
  - How would they know if they were exposed to the chemical?
    - How does the chemical enter the body? Inhalation? Ingestion? Absorption?
    - What are the symptoms of overexposure to the chemical? Unique odor? Dizziness? Skin irritation/redness? Other?
  - What engineered controls are required, if any? Vapor/fume hood? Glove box?
  - What (PPE) is required?
  - What should the employee do if a hazardous chemical is spilled?
- Ensure employee can read and understand a chemical warning label, and can properly label a secondary container of a chemical.
- Show employees labels that are to be used for secondary containers.
- Fill out a sample secondary label for a hazardous chemical using the SDS.
**Hazards of Chemicals, Detection/Presence of Chemicals, and Personal Protective Equipment (PPE)**

- Identify the hazards of chemicals that an employee may encounter in the workplace and discuss the categories (flammables, corrosives, toxics/poisons, reactives, etc.).
- Review procedures to use or introduce new or non-routine chemicals into the work area.
- Discuss methods and observations for detecting the presence of chemicals and/or bodily responses to the presence of chemicals as noted in the SDS.
- Discuss exposure controls and measures.
- Discuss PPE requirements.

→ Discuss the hazard categories and the safety considerations for each category.

→ Discuss that employees are required to get authorization before using or introducing chemicals into the workplace.

→ How does the chemical enter the body? Inhalation? Skin absorption? What are the effects? Dizziness? Skin/eyes irritation?

→ How is exposure to a chemical controlled?
  - What measures are used for a particular chemical? Vapor/fume hoods? Spray booths?
  - What procedures are in place to minimize exposure? Designated working areas?
→ What PPE is utilized to minimize exposure?

→ Does use of the chemical require exposure monitoring to ensure the employee is not overexposed over a period of time (chronic exposure)? What records will be kept?

→ Discuss control measures and/or engineering controls in the workplace.

→ What are the PPE requirements for a particular chemical or workplace?
→ Discuss how to properly utilize PPE and where it may be obtained.

**Hazardous Waste Disposal**

- Discuss waste accumulation and disposal procedures.

→ Identify employees that will be trained in hazardous waste disposal procedures.

**Emergency Procedures**

- Discuss the locations and proper use of eyewash stations/safety showers and first aid treatment.
- Review spill procedures.

→ Where are the first aid kit, fire extinguisher, and emergency eyewash stations located?

→ Identify employees that will be trained in chemical spill/release procedures.
→ Review EAP for spills/releases, fires, other incidents in areas where chemicals are used.

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<tr>
<th>Name of Employee (Printed):</th>
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<tbody>
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<td>Name of Trainer (Printed):</td>
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