

Palmyra R-I School District
Hazard Communication Program
February, 2018

The Occupational Safety and Health Administration (OSHA) requires employers with chemicals in their workplace to implement a hazard communication program that provides employees access to Safety Data Sheets (SDS). SDS provide information about the product, its manufacturer, its hazardous components and physical properties of the material, the health effects associated with the hazardous components, and safety precautions to be taken when using, storing, disposing or cleaning up the product.

The district will annually review and update an inventory of the chemicals and materials containing hazardous components currently being used or stored on each campus. From this inventory, school district nurses, in cooperation with the Central Office purchasing agent, have the responsibility of maintaining an SDS binder to be located in the nurse's office at each campus. The Central Office purchasing agent will print and disseminate SDS when aware of new chemicals purchased throughout the school year.

Hazardous chemicals can be found in everyday household items such as paints, glue, cleaners, stains, etc. and can be hazardous because they are toxic, flammable, corrosive, or reactive. OSHA does not require that SDSs be provided for purchases of household consumer products when the products are used in the workplace in the same manner that a consumer would use them. However, employees who are required to work with hazardous chemicals in a manner resulting in a duration and frequency of exposure greater than what a normal consumer would experience, have a right to know about the properties of those hazardous chemicals. The individual responsible for the storage of any chemicals will determine whether or not to include such item in the hazardous chemical inventory based on the duration and frequency of its application.

As further precaution, individuals using any chemicals will verify that all containers received for use will be clearly labeled as to the contents, note the appropriate hazard warning, and list the manufacturer's name and address. They will also ensure that all secondary containers are labeled with an extra copy of the original manufacturer's label, or with labels marked with the identity and the appropriate hazard warning.

For more information concerning the OSHA Hazard Communication regulations and the use of an SDS, go to the OSHA web site at:

<https://www.osha.gov/dsg/hazcom/index.html>