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**407.A - HAZARDOUS SUBSTANCES
- EMPLOYEE RIGHT TO KNOW**

Independent School District #22, Detroit Lakes Public Schools in compliance with Minnesota's 1983 Employee Right-to-Know Act, establishes this policy concerning identification and training of employees. The law states that all employees "routinely exposed" to a hazardous substance, harmful physical agent, or infectious agent, must be trained and given access to specific information about those hazards. "Routinely exposed" means that there is a reasonable potential for exposure during the normal course of assigned work.

Training will be provided to the following:

- 1) All employees, full or part-time, in these targeted categories:
 - Art
 - Science
 - Industrial Arts
 - Food Services
 - Home Economics
 - Transportation
 - Buildings and Grounds
 - Any special areas that were identified in the building survey having ten or more hazardous compounds
- 2) Any concerned employee, not specifically targeted by this policy, who requests the training.

Initial training will be provided to the above employees prior to January 1, 1985. After that date, training will be provided to the following employees before they begin work:

- 1) Any newly-hired employee assigned to a work area where he or she is determined to be "routinely exposed" by the above guidelines.
- 2) Any employee reassigned to a work area where he or she is determined to be "routinely exposed" by the above guidelines.

In addition, an annual update will be provided to all trained employees. District-wide safety director, or his designee, will be responsible for implementing requirements of the Right-to-Know Act.