

**Board of Education Policy**

**REPORTING OF HAZARDS**

---

The Superintendent of Schools will direct appropriate personnel to develop and oversee a written hazard communication program. Such program will include the following:

1. The acquisition, maintenance and review of Material Safety Data Sheets (MSDS) for all known hazardous materials on district inventory;
2. The compilation of a hazardous materials inventory;
3. Employee training in hazardous materials management and protection;
4. The recording of all incidents involving exposure to known hazardous materials. Records of employees who have been exposed to substances with enforceable exposure standards shall be kept for forty (40) years; and
5. A description of all proper labeling requirements, as specified under State and Federal law.

The district will comply with all visual notification requirements contained within State and Federal law, including visual notification of pesticide spraying as set forth in the Environmental Conservation Law.

It is the responsibility of the entire school community to report any unsafe building or equipment conditions to the District's Central Office as soon as possible. In addition, designated administrators will provide notice of hazardous materials to current and former employees within seventy-two (72) hours of a request.

If students observe other students acting in an unsafe manner, this behavior should be reported to the nearest available staff member.

**Reference:** 29 CFR § 1910.1200 & 12 NYCRR Part 800 (Hazard Communication Standard); Public Health Law, Article 48, and Labor Law, Article 28 ("Right to Know" Law)  
Labor Law § 876  
Environmental Conservation Law §§ 33-0101, 33-1003

**Adopted:** 12/12/1996

**Reviewed:** 02/24/2010 05/25/2016 11/17/2021

**Revised:** 03/24/2010 06/15/2016 12/08/2021