

Hanover Township Public Schools Hazard Communication Program

Introduction

In order to fulfill its obligation to protect the health and safety of employees, Hanover Township Public Schools (HTPS) has developed the following hazard communication standard (HCS) program to comply with Occupational Safety and Health Administration (OSHA) standards 29 CFR 1910.1200 and 29 CFR 1926.59. HTPS will develop hazardous chemical lists, obtain material safety data sheets (MSDSs) for each hazardous material used and provide training to our employees so they have a thorough understanding of what is required of the standard.

The program coordinator will be Thomas Gaveglio, Supervisor of Buildings and Grounds. Copies of the written program including the chemicals inventory are posted on the HTPS website under Buildings and Grounds and will be made available upon request.

Scope

This program applies to all normal and emergency work operations, as required by local, state and federal regulations. A chemical inventory list (Right to Know Survey) will be kept, updated annually, posted on the HTPS website under Buildings and Grounds, and available as needed and or upon request.

Hazard Determination

It will be the policy of HTPS not to evaluate hazardous chemicals purchased from suppliers or manufacturers. The suppliers and manufacturers will be relied upon to supply the information needed to satisfy standard requirements. The MSDS or SDS will be reviewed for completeness and additional information from the manufacturer will be requested if needed.

Material Safety Data Sheets

All Material Safety Data Sheets (MSDS or SDS) will be maintained by the program coordinator. Binders with hard copies of current MSDS will be kept in the main office of each HTPS.

Containers and Warning Labels

The program coordinator ensures that all hazardous chemical containers have hazard warning labels from the manufacturer. All containers are inspected and warning labels applied by the HTPS Environmental Consultant.

Informing Contractors

Any contractor with employees working in HTPS will be informed of the hazardous chemicals to which the contractor's employees may be exposed while performing their work. In addition, HTPS requires any contractor who intends to bring any hazardous chemicals to the workplace to provide an MSDS for each such chemical.

Training

Employees who potentially could be exposed to hazardous chemicals while working at HTPS will receive training in the elements of the hazard communication standard. The training program will be conducted annually using Vector Training modules for Hazard Communication and Global Harmonization of Chemicals.