

Right To Know Training

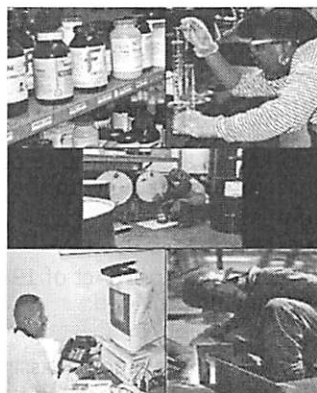
Right To Know Training

Our Company is dedicated to the safety of its employees. This course is designed to educate employees on the importance and benefits of properly recognizing and safely working with hazardous materials.

Right To Know Training

Right to Know Introduction and the Law

- New federal regulations require that all employees be trained on the new Hazard Communication Standard (HCS) label elements and new Safety Data Sheets.
- As an employee of our company, you have the right to know about hazardous chemicals in the workplace.
- Along with your right to know, recent federal regulations now provide you the "right to understand" with an updated Hazard Communication Standard (HCS). This new standard makes it easier for you to understand labels on hazardous chemicals and information in safety data sheets.
- This course, which now includes significant changes to chemical hazard communication, is required to be completed annually by all.



Right To Know Training

Purpose and Goal

The purpose of this course is to heighten employee safety awareness involving hazardous materials at our company, and to comply with the law.

The goal is to educate employees on the importance and benefits of properly recognizing and safely working with hazardous materials. After completing this course, you will be able to:

- Understand the requirements of OSHA's Right to Know law
- Recognize key provisions of OSHA's updated Hazard Communication Standard (HCS)
- Distinguish hazards among nine new standardized hazard "Pictograms"
- Identify six new standardized chemical hazard label elements
- Locate information about hazardous chemicals in the new 16-section Safety Data Sheets

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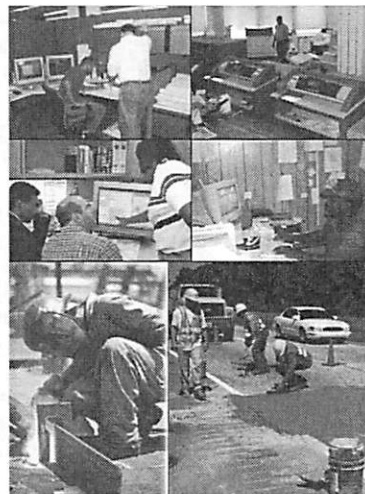
Requirement for Training

The most important component of OSHA's Right to Know program is the requirement for employee training.

All public employees who may be potentially exposed to hazardous chemicals in the workplace are required to be trained on the hazards associated with the hazardous chemicals.

The Right to Know Act of 1988 requires that training be provided:

- At the time of initial assignment
- Whenever a new hazard is introduced into the workplace, and
- Annually



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Purpose and Goal

Along with the requirement that you receive training and education on hazardous chemicals, OSHA's Right to Know law also requires that you be informed of:

- The requirements of the law
- What Safety Data Sheets* are and how to use them
- Where hazardous chemicals are used in your work area
- The location and availability of training programs
- Your right to receive information regarding hazardous chemicals on your job
- Your right for your physician to receive information on the chemicals to which you may be exposed
- Your right against discharge or other discrimination for exercising your rights under the law

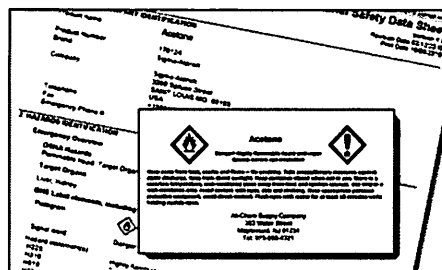
*Formerly Material Safety Data Sheets (MSDS). MSDS will eventually become simply "SDS" (Safety Data Sheets) and be fully converted by June 1, 2015. (Details are provided later in this training)

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Hazard Communication Standard Update

As an employee of our company, you not only have a right to know about hazardous chemicals in the workplace, but new federal regulations now provide you the "right to understand."

That is because the Occupational Safety and Health Administration (OSHA) recently updated its Hazard Communication Standard (HCS) making it easier for you to understand information on hazardous chemicals.



Beginning this year, you may begin to see two significant changes involving hazard communications of chemicals designed to make you safer. These changes include:

- New labels on hazardous chemicals
- Improved Safety Data Sheets (SDS)*

*Formerly Material Safety Data Sheets (MSDS). MSDS will eventually become simply "SDS" (Safety Data Sheets) and be fully converted by June 1, 2015. (Details are provided later in this training)

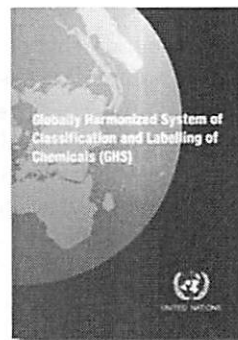
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Harmonized Hazard Communication

The updated Hazard Communication Standard (HCS) is now aligned with the United Nations' Globally Harmonized System of Classification and Labeling of Chemicals, commonly referred to as "GHS."

OSHA decided to update its standard to "harmonize" US hazard communication rules with those used around the world.

The updated standard improves the consistency of hazard information ensuring that countries around the world will use the same system. It also improves the quality of hazard communication making it easier to understand.



HCS now requires all chemical manufacturers, distributors, or importers to provide new chemical labels and SDSs by **June 1, 2015**.

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Major Changes to HCS

Essentially, the changes to the Federal Hazard Communication Standard (HCS) involve four areas:

- **Hazard Classification:** Classifications of chemical hazards now provide specific criteria for health and physical hazards.
- **Training:** By **December 1, 2013**, federal regulations require all employees to be trained on the new label elements and safety data sheets format.
- **Labels:** By **June 1, 2015**, hazardous chemicals will require labels with a minimum six label elements: 1) a product identifier, 2) a pictogram, 3) signal word(s), 4) hazard statement(s), 5) precautionary statement(s), and 6) supplier information.
- **Safety Data Sheets:** Also by **June 1, 2015**, Safety Data Sheets, or SDSs (formerly Material Safety Data Sheets or MSDSs), will have a standardized 16-section format.



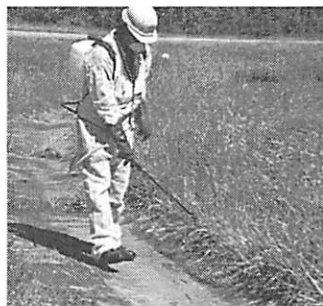
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New Training Requirements

New federal regulations now require all employees to receive training on the revised Hazard Communication Standard (HCS).

In fact, all employees of our company are required to be trained on the new HCS label elements and new Safety Data Sheets.

This Right to Know course, which now includes key HCS Provisions, satisfies this federal training requirement.



Chemical manufacturers and distributors will ramp up new product labels and SDSs in the workplace by the 2015 deadline.

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Phase In Period

As chemical manufacturers and distributors work to meet their 2015 labeling and SDS requirements deadline, you should expect a "phase-in" period as hazard communication changes take place.

During this transition, or phase in, you may see both old and new labels and safety data sheets for hazardous chemicals in the workplace – perhaps even for the very same product!

This is why it is extremely important that you know how to identify a hazardous chemical, know what to look for on the label, and where to find information in the Safety Data Sheets.

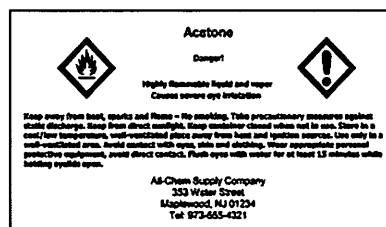


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Hazard Communication Pictograms and Labels

The Occupational Safety and Health Administration (OSHA) recently updated its Hazard Communication Standard (HCS) to align it with the United Nations' Globally Harmonized System (GHS).

This new standard makes it easier for you to understand labels on hazardous chemicals and information in safety data sheets.



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Purpose and Objectives

New federal regulations require that all employees be trained on the new Hazard Communication Standard (HCS) label elements and new Safety Data Sheets.

In this module, you will learn how to find critical information on hazardous chemical labels, and learn about the new HCS "pictograms" and other label elements.

Specifically, you will learn to:

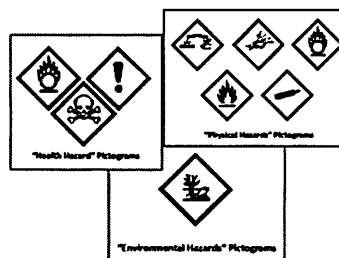
- Recognize the nine new hazardous chemical pictograms
- Distinguish the hazards among the pictograms
- Identify the six new standardized chemical hazard label elements

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Pictograms - Hazard Classification

One significant change of the updated Hazard Communication Standard is the use of specific criteria for classifying chemical hazards.

Hazard Classifications now provide specific criteria for health and physical hazards. These criteria ensure consistency among chemical manufacturers of the hazardous effects of chemicals, and that labels and SDSs are more accurate.



The main point to remember is that these Hazard Classifications serve as the basis for required hazard information provided on labels and in safety data sheets.

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Nine New Pictograms

The most obvious change to HCS are standardized graphic elements for chemical hazards called "pictograms."

There are nine (9) new pictograms comprising eight mandatory pictograms, and one non-mandatory pictogram.

While the updated Hazard Communication Standard now uses specific criteria for classifying chemical hazards, new pictograms on labels make it easier for you to identify the health and physical hazards you may be exposed.



Because pictograms will be required on chemical labels by June 1, 2015, you must be able to recognize them and be familiar with their hazard classification in advance.

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Nine New Pictograms

Each pictogram represents a distinct hazard(s), and consists of a black symbol on a white background and framed within a red diamond border.

Their primary purpose is to alert users of The health and physical hazards to which They may be exposed.



For labels, HCS requires the pictograms to be in color as specified. However, for the new Safety Data Sheets, the pictograms “may be provided in black and white, or the name of the symbol, (e.g. flame, skull and crossbones).”

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Pictograms Will Replace Symbols

Before the new standard, the use of hazard symbols on hazardous chemical labels was not standardized.

Now, with a “harmonized” system of Hazard Communication, new pictograms will be replacing some of the common hazardous chemical “symbols” you may be familiar with.

While similarities exist between some of the old “symbols” and the new “pictograms,” remember that the pictograms are now determined by the new Hazard Classification.



The new Hazard Classification also determines other label elements such as signal word(s), hazard statement(s) and precautionary statement(s) which we will discuss later.

Now, let's quickly review the Physical, Health and Environmental hazard classes. As manufacturers update their hazard communications for the June 1, 2015 deadline, you may see some chemical labels with “symbols” and some with new “pictograms.”

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Physical Hazard Pictograms

A "Physical Hazard" is classified as posing one of the following hazardous effects:

- Explosives
- Flammable (gases, liquids, solids and aerosols)
- Oxidizing (gases, liquids or solids)
- Self-Reactive Substances
- Pyrophoric (liquids or solids)
- Self-Heating Substances
- Organic Peroxides
- Corrosive to Metals
- Gases Under Pressure
- Substances which, in contact with water, emit flammable gases



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Flame Pictogram

- Flammables
- Pyrophoric (liquids or solids)
- Self-Heating
- Emits Flammable Gas
- Self-Reactives
- Organic Peroxides

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Flame Over Circle Pictogram



- Oxidizers

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Corrosion Pictogram



- Skin Corrosion/Burns
- Eye Damage
- Corrosive to Metals

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Gas Cylinder Pictogram



- Gases Under Pressure

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Exploding Bomb Pictogram



- Explosives
- Self-Reactives
- Organic Peroxides

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Health Hazard Pictograms

A "Health Hazard" is classified as posing one of the following hazardous effects:

- Carcinogenicity
- Mutagenicity
- Reproductive Toxicology
- Respiratory Sensitizer
- Target Organ Systemic Toxicity
 - single or repeated exposure
- Aspiration Toxicity



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Health Hazard Pictogram

- Carcinogen
- Mutagen
- Reproductive Toxicity
- Respiratory Sensitizer
- Target Organ Toxicity
- Aspiration Toxicity

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Exclamation Mark Pictogram



- Irritant (Skin or Eyes)
- Skin Sensitizer
- Acute Toxicity (harmful)
- Narcotic Effects
- Respiratory Track Irritant
- Hazardous to Ozone Layer (Non-Mandatory)

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Skull and Crossbones Pictogram



- Acute Toxicity (Fatal or Toxic)

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Corrosion Pictogram



- Skin Corrosion/Burns
- Eye Damage
- Corrosive to Metals

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Environmental Hazard Pictogram



An "Environmental Hazard" is a chemical which is classified as hazardous to the aquatic environment including:

- Acute aquatic toxicity

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Labeling

Another aspect of Right to Know involves hazardous material container labeling.

It is important to be able to identify simple hazards that are associated with chemical products, and chemical container labels provide critical information that identifies hazards associated with the product.



Chemical manufacturers provide pertinent labeling information on their original containers making them a good reference for information on chemical hazards.

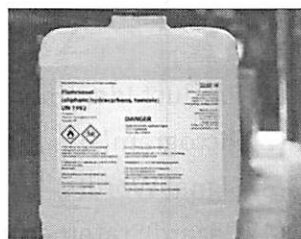
Remember, If you find any unlabeled containers at your institution, then you should notify your supervisor or your Right to Know Coordinator.

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New Label Requirements

All chemical manufacturers are required to provide new chemicals and SDSs by June 1, 2015.

The most notable change to the Hazard Communication Standard (HCS) involves requirements for what is on the labels of hazardous chemicals.



The new label requirements provide easily understandable information on the appropriate handling and safe use of hazardous chemicals.

By incorporating new HCS requirements, the new chemical labels improve the quality, consistency and clarity of hazard information you receive.

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Hazardous Material Container Labels

As discussed in Module 1, you should expect a “phase in” period where you may see both old and new labels for hazardous chemicals.

Current or “older” labels

If a container label contains any of the following terms, the contents are a hazardous chemical:

- Corrosives: Destroy living tissue on contact
- Toxics: Hazardous to your health
- Flammables: Readily catch fire
- Reactives: React violently with materials in otherwise stable situations

New labels under HCS



- If a container label contains any of the nine HCS “Pictograms,” the contents are a hazardous chemical.

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Six Elements of New Labels

The HCS requires that labels on hazardous chemicals have the following six (6) elements:

- (1) Product Identifier
- (2) Pictogram(s)
- (3) Signal Word(s)
- (4) Hazard Statement(s)
- (5) Precautionary Statement(s)
- (6) Supplier Information

SAMPLE LABEL	
CSG# _____ Product Name _____ Customer Name _____ Street Address _____ City _____ State _____ Postal Code _____ Country _____ Emergency Phone Number _____	 
Keep container tightly closed. Store in a cool, well-ventilated place that is locked. Keep away from heat/flammable/oxidizing agents. No smoking. Only use non-sparking tools. Use recommended personal protective equipment. Take precautionary measures against static discharge. Ground and bond container and receiving equipment. Do not breathe vapors. Wear eye protection always. Do not eat, drink or smoke when using this product. Wash hands thoroughly after handling. Observe all applicable state, local, national, international regulations as specified. In Case of Fire, use dry chemical (SD) or Carbon Dioxide (CD) fire extinguisher to extinguish. First Aid: If inhaled: Call Poison Center. If on skin (or hair): Take off immediately any contaminated clothing. Shower skin with water.	<p>DANGER</p> <p>Highly flammable liquid and vapor. May cause fire and injury damage.</p> <p>Directions for Use: _____ _____ _____</p> <p>Net weight _____ Net weight _____ Gross weight _____ Gross weight _____ Expiration Date _____</p>

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Hazard Classification and Label Elements

Remember that the new Hazard Communication Standard (HCS) does not specify where on the label the six elements are to be placed.

This is why it is especially important for you to be able to identify the six label elements so you can find the information you need quickly.

Keep in mind also that under the new standard, there are only two Signal Words: "Danger" and "Warning".

- "Danger" is used for the more severe hazards
- "Warning" is used for the less severe hazards

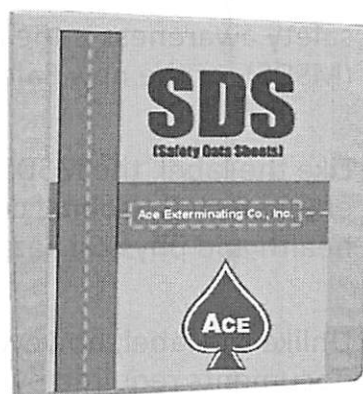
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**Safety Data Sheets
and Technical Assistance**

The new Hazard Communication Standard (HCS) for Safety Data Sheets (SDS), formerly Material Safety Data Sheets (MSDS), and reviews technical assistance regarding the Hazard Communication and Right to Know programs.

As you learned earlier, the Occupational Safety and Health Administration (OSHA) recently updated its Hazard Communication Standard (HCS) to align it with the United Nations' Globally Harmonized System (GHS).

This new standard makes it easier for you to understand labels on hazardous chemicals and information in safety data sheets.



Right To Know Training

Purpose and Objectives

New federal regulations require that all employees be trained on the new Hazard Communication Standard (HCS) label elements and new Safety Data Sheets by December 1, 2013.

In this module, you will learn about the new HCS Safety Data Sheets, and how to find critical information on them. You will also learn essential information for obtaining technical assistance on hazardous chemicals and your right to know.

Specifically, you will learn to:

- Identify what an MSDS/SDS is, and how to locate one
- Understand some basic requirements for maintaining MSDS/SDS
- Distinguish between an MSDS and the new SDS (Safety Data Sheet)
- Find resources and technical assistance for Right to Know and Hazard Communication

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MSDS and SDS

An important element described in the law for chemical safety awareness is the Material Safety Data Sheet (MSDS), or the new Safety Data Sheet (SDS).

Like the label, the MSDS/SDS provide workers and emergency personnel critical information about the health and physical hazards associated with the chemical.

Unlike the label, however, MSDS/SDS are comprehensive documents required by law to be kept on file while chemicals are being stored, in transport, and during use.

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MSDS/SDS are Comprehensive

Prepared by the manufacturer, MSDS/SDS provides detail technical information about the chemical, including its chemical structure, stability properties, reactivity information as well as acute and chronic effects of exposure.

MSDS/SDS provides details and procedures for handling or working with the chemical in a safe manner including:

- Storage
- Disposal
- Safety procedures
- Handling information
- Permissible exposure limits
- Spill handling procedures
- Personal Protective Equipment



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Locating MSDS

If you have any concerns about chemicals in your workplace, you should know that in all cases, MSDS/SDS are required by law to be:

- Kept on file while the chemical is being stored, in transport and during use
- Stored in each facility and readily available to all employees, and not in a locked cabinet
- Kept in an archive file forever* and never thrown away, burned or shredded (Including MSDS/SDS for chemicals that are no longer in use)

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Consulting the MSDS/SDS

It is important to consult an MSDS/SDS BEFORE introducing a new chemical to your work area or when questions arise while working with hazardous substances.

MSDS/SDS should accompany all products covered under the Right to Know law. If an MSDS/SDS is not received with a chemical product you ordered, contact your supervisor.

Remember, every effort should be made to obtain an MSDS/SDS.

You may request copies of a MSDS/SDS from your supervisor or through the department's Right to Know Coordinator. They can obtain MSDS/SDS directly from the manufacturer or the distributor.

Keep in mind, however, that it may be necessary to contact the vendor directly. Also, various MSDS/SDS links on the Internet provide a wealth of information and for general purposes.

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MSDS and Your Right to Know

Remember, if you do not receive a MSDS/SDS within five (5) business days of a written request, you may refuse to work with that chemical until the information is received. Essential duties may be precluded from this portion of the act. Please see your Right to Know Coordinator for clarification.

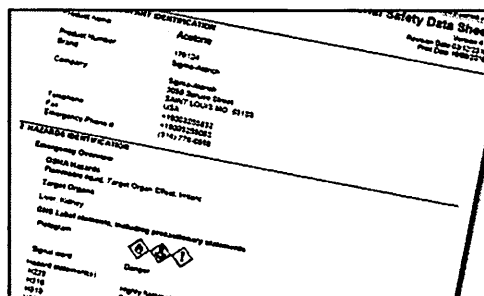
Further, and as you learned earlier, a grievance procedure may be filed if you believe you are adversely affected for exercising your right to know, and you cannot be fired, disciplined, or discriminated against for exercising your right to know.

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MSDS Will Become SDS

Now that we have reviewed the MSDS/SDS basics and covered some requirements, let's go over some changes you should expect to see as a result of the new Hazard Communication Standard (HCS).

HCS now requires the SDSs (formerly known as Material Safety Data Sheets, or MSDS) to have a standardized 16- section format.



This new "harmonized" format provides for uniform section numbers and headings to better communicate the hazards of hazardous chemical products.

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Notable SDS Changes

In addition to a standardized 16-section format, the notable changes you should be aware of are that Sections 2 and 3 have been transposed, and that Section 16 now includes dates for preparation and last revision.

Also, keep in mind that the Hazardous Communication Standard requires chemical manufacturers, distributors, or importers to provide new SDSs by June 1, 2015.

As mentioned earlier, as chemical manufacturers and distributors work to meet their 2015 labeling and SDS requirements deadline, you should expect a "phase-in" period as these hazard communication changes take place.

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Questions?

If you have any questions,
please ask them now.

You will take a
comprehension test
afterwards.