



UA LITTLE ROCK



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Chemical Hazard Communication Plan

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INTRODUCTION

The intent of the Chemical Hazard Communication Program is to meet the Occupational Safety and Health Administration (OSHA) requirements for CFR 29 1910.1200, and ensure that UALR faculty and staff are effectively informed concerning potential and existing chemical hazards. Hazard communication is an important aspect of UALR's Occupational Safety and Health Program, which includes:

- Commitment and active support from management.
- Engineering controls for safety and health hazards.
- Enforcement of safety rules and programs.
- Recognition, evaluation, and control of occupational safety and health hazards.
- Medical surveillance.
- Assigned safety and health responsibility and accountability.

PURPOSE

To fulfill this University policy and to comply with the Occupational Safety and Health Administration (OSHA) regulation [1910.1200](#), as amended in 2012; this Chemical Hazard Communication Program has been developed to inform employees about hazardous substances, potential harmful effects of these substances, and appropriate control measures. Components of the program include adequate labeling of hazardous substances, providing information such as Safety Data Sheets (SDSs) for hazardous substances, and training employees about chemical hazards in the workplace.

PROGRAM APPLICATION

This Chemical Hazard Communication Program applies to:

1. Known occupational safety and health hazards.
2. Chemicals to which employees may be exposed under normal conditions of use or in a foreseeable emergency.

DETERMINING CHEMICAL HAZARDS

The Environmental Health & Safety Office (EHS) and principal investigators are responsible for identifying chemical hazards from safety data sheets (SDS) provided by chemical manufacturers and distributors.

SDSs

SDSs are prepared and distributed by manufacturers and distributors of hazardous materials. All chemical manufacturers and distributors must obtain or develop an SDS for each hazardous material they produce or import. A hazardous material is one that is either a physical hazard (i.e., flammable, oxidizer, etc.) or a health hazard (i.e., causes acute or chronic health effects).

EHS maintains the online SDS library for hazardous materials used or handled in UALR workplaces. Safety data sheets are reviewed to make sure they are complete and old data sheets are replaced with new ones that accompany shipments of materials.

SDSs are written in English and should include the following information:

- The identity of the chemical.
- The physical and chemical characteristics.
- The physical and health hazards.
- Primary routes of entry.
- Exposure limits.
- Precautions for safe handling.

- Controls to limit exposure.
- Emergency and first aid procedures.
- Name of manufacturer or distributor.

SDS Availability

Departments will forward all SDSs to EHS for storage in the SDS library. Departments will maintain a copy of all SDSs for each hazardous material in the workplace and make them readily accessible during each work shift to faculty and staff when they are in their work area(s).

Employees may review the MSDSs for the materials they are working with at the time and while they are in their work area. They also may request a copy of an SDS if they wish. Copies of SDSs for materials used in each work area are maintained in that work area. Upon request, the National Institute for Occupational Safety and Health (NIOSH), OSHA, and the Arkansas Department of Labor have access to our SDSs.

MATERIAL INVENTORY

A chemical inventory of the hazardous chemicals used or stored at UALR locations is found on the online [OnSite EHS Assist](#) information management system. The chemical inventory list will be updated as necessary or annually.

LABELS AND OTHER FORMS OF WARNINGS

Chemical manufacturers, importers, and distributors provide labels, tags, or other markings for containers of hazardous chemicals. This identification includes the following information:

- Identity of the hazardous chemical.
- Appropriate hazard warnings.
- Name and address of the chemical manufacturer, distributor, or other responsible parties.

UALR requires that containers of hazardous materials in the workplace be labeled, tagged, or marked with the identity of the hazardous chemical and appropriate hazard warning. Portable containers of hazardous chemicals must be labeled if they contain chemicals transferred from labeled containers, even if intended only for the immediate use of the employee who performs the transfer.

Labels on incoming containers must not be defaced in any way. Missing or defaced labels on containers of hazardous chemicals being received will not be accepted at UALR.

EMPLOYEE INFORMATION, EDUCATION, AND TRAINING

Information, education, and training is available from EH&S to ensure employees know about hazardous chemicals in the workplace and the appropriate control measures to reduce exposure. This program is coordinated by EH&S.

New employees receive appropriate safety and health information, education, and training during their initial assignment. This training includes information about hazardous materials and processes in the workplace through the use of printed materials, classroom instruction, and online training. New employee safety and health training begins upon hire and is provided by EH&S and continues during the length of employment with on-site training as needed or required.

The specific information in the safety and health training includes:

- General chemical hazards.
- Hazards associated with non-routine tasks.
- Recognition, evaluation, and control of hazardous chemicals.
- Chemical labeling.
- Hazards associated with unlabeled piping and processing systems.
- SDSs
- Requirements of Federal Hazard Communication Regulations.
- Specific hazards present in work areas.
- Location and availability of the written Chemical Hazard Communication Program and all supporting information.
- Measures employees can take to protect themselves from hazards, including pertinent work practices, company emergency procedures, and personal protective equipment.

All employees are informed by EH&S concerning the Chemical Hazard Communication Program and an explanation of the university's labeling system, SDSs, and how hazard information may be obtained by employees.

NON ROUTINE TASK

A non-routine task is one which the employee does not normally perform and for which the employee has not previously been trained. The supervisor of an employee performing a non-routine task, (e.g., cleaning process equipment, etc.) is responsible for properly training the employee concerning the potential hazards associated with the task. The employee also shares in this responsibility by making sure that their immediate supervisor knows the non-routine task will be performed.

Contact the Environmental Health and Safety Office at 501-916-6351 if further assistance is needed.

CONTRACTOR

Contractors working on UALR property should contact EH&S regarding the location of hazardous materials that may be located in the potential work area. Proper controls may be established to ensure that operations do not expose the contractor's employees to (unnecessary) safety and health hazards. Copies of SDS's are available to contractor's employees by EH&S.

PROGRAM AVAILABILITY

UALR's Chemical Hazard Communication Program is available upon request.

Contact Information

Facilities Management Environmental Health & Safety Office - 501-916-6351
email: ehs@ualr.edu