

Lesson Plan

Course Title: Hazard Communications
Time: Approximately 55 minutes
Objective: To inform employees of the requirements under OSHA Standard CFR 1910.1200 Hazard Communications.

Teaching Aids Required:

- Overhead Projector
- Pointer
- Copies for each student of at least three different Material Safety Data Sheets which are of relevance in their work area.
- Several chemical containers with proper labeling on them.
- Examples of improper labeling.
- Copy of Company Written Hazard Communication Program.

Slide #	Information	Time Per Area
1	Hazard Communication	1:00
2	Introduction to Hazard Communication What is Hazard Communication Why is it important My Background	5:00
3	OSHA Standard CFR 1910.1200 What are the Hazard Communication Standard requirements? What should employees be informed of? What does employee training include?	5:00
4	Material Safety Data Sheets What are Material Safety Data Sheets (MSDS)? What will I find on a Material Safety Data Sheet? Where are the Material Safety Data Sheets located?	5:00
5	Labels Why are labels important? What information should be on a label? What if I transfer chemicals from a large container to a small container? When is it not necessary for me to label a container?	5:00
6	Hazardous Chemicals Is there a list of Hazardous Chemicals, and where can I find it? How do I recognize a Hazardous Chemical? How would I know if there was a leak or spill of a hazardous chemical?	5:00
7	Hazardous Chemicals (cont'd) What has the company done to protect me from exposure to chemicals? What can I do to prevent a chemical exposure?	5:00

	– Safe Work Practices	
	– Personal Protective Equipment	
8	What if I am exposed to a Hazardous Chemical?	5:00
	What are some of the physical effects?	
	Are there health effects that I should be aware of?	
	What are the emergency procedures I should follow?	
9	Discussion	5:00
	Please share experiences you have had in this area.	
	Give two examples of where you witnessed actions that put employees at risk.	
	Why is this more than just another Government rule?	
	Who is responsible for a safe working environment?	
	Start Videotape “Hazard Communications”	13:00



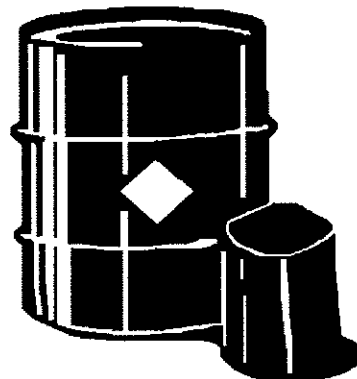
Hazard Communication

**HAZ
COM
TRAINING
TODAY**



Introduction to Hazard Communication

- What is Hazard Communication
- Why is it important
- My Background



What is Hazard Communication

- Standard developed to ensure that the hazards of all chemicals are evaluated.
- Also that information concerning their hazards is transmitted to employers and employees.
- This is to be accomplished by means of comprehensive hazard communication programs, which are to include container labeling and other forms of warning, material safety data sheets and employee training.

Why is it important

- It is important for handling of chemicals
- Vital for proper use and disposal of chemicals

My Background

- How long I have worked here
- My role and responsibilities
- How this standard impacts my job
- Personal reasons why this is important

OSHA Standard CFR 1910.1200

- What are the Hazard Communication Standard requirements?
- What should employees be informed of ?
- What does employee training include?

What are the Hazard Communication Standard requirements?

-The requirements cover the areas of:

- Labeling
- Material Safety Data Sheets (MSDS)
- Written Hazard Communication Program
- Employee Information

What should employees be informed of?

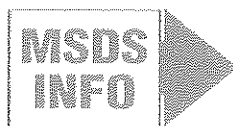
- Hazardous chemicals in their work area
- Operations in their work area involving hazardous chemicals
- Location and availability of the written hazard communications program.

What does employee training include?

- * how to read an MSDS
- * how to read a chemical container label
- * how to recognize the hazardous chemicals in their work place.
- * methods and observations used to detect the presence or release of a hazardous chemical in the work area.
- *the physical and health hazards of chemicals used
- *the measures employees can take to protect themselves
- *the details of the written hazard communication program

Material Safety Data Sheets

- What are Material Safety Data Sheets (MSDS)?
- What will I find on a Material Safety Data Sheet?
- Where are the Material Safety Data Sheets located?



What are Material Safety Data Sheets (MSDS)?

-They are sheets that accompany any chemical we bring into the workplace. MSDS are designed to provide all the information needed to use the chemical properly and what steps to take in an emergency.

What will I find on a Material Safety Data Sheet?

- identity used on the label along with the chemical and common names of individual chemicals or mixtures.
- physical and chemical characteristics of the hazardous chemicals. (ex: vapor pressure, flash point...)
- physical hazards of the hazardous chemicals. (ex: potential for fire, explosion, and reactivity)
- health hazards of the hazardous chemicals. (ex: signs and symptoms of exposure, and any medical conditions known to be aggravated by this chemical.)
- primary routes of entry
- OSHA Permissible limits or ACGIH threshold limit values or any other appropriate exposure limits used or recommended.
- Whether the hazardous chemical is listed in the National Toxicology Program, Annual Report on Carcinogens, or the International Agency for Research on Cancer.
- Precautions for safe handling, use, and procedures for spill clean up.
- Applicable control measures. (ex: engineering controls, work practices, or personal protective equipment.)
- Emergency and first aid procedures
- Date of preparation or revision of the Material Safety Data Sheet.
- Name, address and telephone number of the chemical manufacturer

Where are the Material Safety Data Sheets located?

Labels

- Why are labels important?
- What information should be on a label?
- What if I transfer chemicals from a large container to a small container?
- When is it not necessary for me to label a container?



Why are labels important?

-to prevent accidental misuse of chemicals based upon not knowing what is in a container.

What information should be on a label?

-identity of the hazardous chemical(s).

-appropriate hazard warnings

-name and address of the chemical manufacturer

What if I transfer chemicals from a large container to a small container?

-place a label on the small container that has the:

*identity of the hazardous chemical(s).

*appropriate hazard warnings

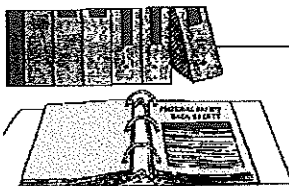
*name and address of the chemical manufacturer

When is it not necessary for me to label a container?

-NEVER (is the best answer, however, if the chemical is transferred from a labeled container and is intended for immediate use by the dispensing employee, only then is it allowable..... But not advisable.)

Hazardous Chemicals

- Is there a list of Hazardous Chemicals, and where can I find it?
- How do I recognize a Hazardous Chemical?
- How would I know if there was a leak or spill of a hazardous chemical?



Is there a list of Hazardous Chemicals, and where can I find it?

-Yes, the employer is required to maintain an accurate updated list of all hazardous chemicals used on site.

-The list is available by asking your supervisor.

How do I recognize a Hazardous Chemical?

-Please refer to the Material Safety Data Sheets for information regarding appropriate warning signs of chemicals used on site.

How would I know if there was a leak or spill of a hazardous chemical?

-Explain all warning strobes, bells, horns or other engineering measures taken to inform employees of a leak or spill.

-Please refer to the Material Safety Data Sheets for information regarding appropriate warning properties of chemicals used on site.

Hazardous Chemicals (cont'd)

- What has the company done to protect me from exposure to chemicals?
- What can I do to prevent a chemical exposure?
 - Safe Work Practices
 - Personal Protective Equipment



What has the company done to protect me from exposure to chemicals?

-Explain how conditions have improved due to:

- process changes
- safer chemical substitutes
- engineering measures
- administrative measures
- personal protective equipment

What can I do to prevent a chemical exposure?

Safe Work Practices

- Safe Operating Procedures
- MSDS listed Safe Work Practices
- how they were created
- why they are important

Personal Protective Equipment (PPE)

- which equipment is appropriate
- why the equipment is appropriate
- what is the appropriate for
- how to maintain PPE
- how to inspect PPE

What if I am exposed to a Hazardous Chemical?

- What are some of the physical effects?
- Are there health effects that I should be aware of?
- What are the emergency procedures I should follow?



What are some of the physical effects?

-refer to section 2 of the specific Material Safety Data Sheets appropriate for their area of work.

Are there health effects that I should be aware of?

-refer to section 4 of the specific Material Safety Data Sheets appropriate for their area of work.

What are the emergency procedures I should follow?

-look at appropriate Material Safety Data Sheets in section 10.

Discussion

- Please share experiences you have had in this area.
- Give two examples of where you witnessed actions that put employees at risk.
- Why is this more than just another Government rule?
- Who is responsible for a safe working environment?

Please share experiences you have had in this area.

- close calls
- mishaps at other facilities
- news reports

Give two examples of where you witnessed actions that put employees at risk.

- not labeling containers
- misuse of chemicals
- no Material Safety Data Sheets available

Why is this more than just another Government rule?

- what makes this important
- what can happen if disregarded
- why is it just good business sense

Who is responsible for a safe working environment?

- each person at this facility
- we are all responsible