



Company _____ Job Name _____ Date _____

Weekly Tool Box Talk: **A Review of the Hazard Communication Standard**

The purpose of a *Hazard Communication Program* is to help employees understand the potential hazards of the chemicals in use at their worksite. This education, required by the Occupational Safety & Health Act, is also called *Workers' Right To Know*. Failure to meet all the requirements of the law is OSHA's most frequently cited violation. One of the reasons for this is many people think chemicals are just too complex to explain and to understand. As a result, there is a temptation to avoid the subject.

Hazard Communication is very important, however, because it can protect employees from dangers that may be present when chemicals are being used. One very important key to a Hazard Communication Program is the Material Safety Data Sheet. These sheets tell you "everything you need to know" about a specific chemical. A Material Safety Data Sheet (MSDS) is designed to provide both workers and emergency personnel with the proper procedures for handling or working with a particular substance. MSDS's include information such as physical data (melting point, boiling point, flash point etc.), toxicity, health effects, first aid, reactivity, storage, disposal, protective equipment, and spill/leak procedures. These are of particular use if a spill or other accident occurs.

If you read the MSDS you will be able to determine:

- The *HEALTH HAZARDS* associated with any chemical you are using or are exposed to;
- How *FLAMMABLE* the product is, and at what temperature it may ignite;
- The *REACTIVITY* of the chemical with water or other agents--will it explode, etc.?
- What *PERSONAL PROTECTIVE EQUIPMENT* (PPE) is needed to work with the product.

Every employee should be able to answer, and should *remember*, the following questions:

- Where are the MSDS's kept for the chemicals I am exposed to?
- What kinds of hazards do I face when I use-or misuse--this chemical?
- Do I understand the emergency procedures to follow in the event of a spill?
- Have I inspected my personal protective equipment to be sure that it will protect me properly when and if I need to use it?

Safety Recommendations: _____

Job Specific Topics: _____

M.S.D.S. Reviewed: _____

Attended By:
