Cornell University employees have a right to know about the health and physical hazards presented by chemicals they work with or could be exposed to in their work location, and what they can do to avoid injury or illness when working with these chemicals. Environmental Health and Safety provides information and training in order to reduce the possibility of accidental exposure, and to comply with the Occupational Safety and Health Administration (OSHA) Hazard Communication Standard.

CORNELL UNIVERSITY'S HAZARD COMMUNICATION PROGRAM
- Applies to all non-laboratory locations/employees chemical use and storage.
  - Lab safety standard applies to laboratory locations.
- Requires all employees to receive hazard communication training upon initial assignment.
- Requires all chemical containers to be clearly labeled.
- Requires Safety Data Sheets (SDS) to be available for all chemicals in the workplace.
- Requires departments to maintain an inventory of chemicals utilized in their work location(s).
- Requires supervisors to minimize the use of chemicals when possible, choose the least hazardous chemicals to use, provide appropriate personal protective equipment, and ensure employees are working in accordance with the University's Hazard Communication Program.

SAFETY DATA SHEETS (SDS)
- SDS contain important information regarding a chemical's physical properties, health hazards, environmental hazards, Permissible Exposure Limits (PELs), personal protective equipment, first aid, storage and disposal requirements, etc.
- SDS follow a specified sequential 16-section format.
- Must have a SDS “readily accessible” to all employees for all chemicals utilized in the work location.
- Should be received with any chemical order, and can also be found using an on-line search engine.

CHEMICAL CONTAINER LABELS
- All chemical containers must be properly labeled.
- All labels must include the chemical name, a harmonized signal word, GHS pictogram, hazard statement for each hazard class/category, a precautionary statement, and supplier identification.
- All secondary containers utilized for chemicals must also be assigned right-to-know labels.
- Pre-made chemical labels can be downloaded from the EHS website.

PICTOGRAMS
- Represent specific hazard classifications.
- Individual pictograms must be equipped with the standardized format: red framed diamond border, white background, and a symbol representing a distinct hazard(s).

TRAINING
- All employees utilizing chemicals must receive training prior to their initial assignment.
  - Live training sessions provided by EH&S.
  - Web-based training available through CULearn.
- Additional in-house training required when/if new chemicals are introduced.
- All employees must receive refresher training on the revised Hazard Communication Standard (HCS) to facilitate understanding and recognition of the new requirements.

ENVIRONMENTAL HEALTH & SAFETY (255-8200)
- Can provide SDS review and guidance for chemical use.
- Can provide chemical exposure monitoring when necessary.
Toolbox Safety Talk
Hazard Communication
Basic Chemical Safety/Right to Know

Date: ____________________  Start Time: ____________________  End Time: ____________________

Location: _____________________________________________________________________________

Presenter Name: _____________________________________________________________________

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Environmental Health & Safety
Facilities Safety & Health Section
395 Pine Tree Rd. Suite 210
Ithaca, NY 14850
607.255.8200

Please return sign-in sheet to Environmental Health & Safety for recordkeeping.

8.27.12
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