

California State University  
Long Beach

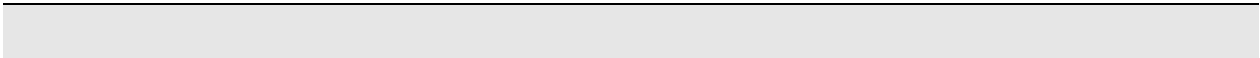
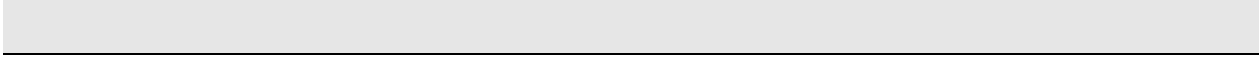
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For Compliance with:  
California Code of Regulations,  
Title 8  
General Industry Safety Orders  
Section 5194



*Revised*

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- d. Articles which may have been manufactured using hazardous substances;
- e. Food, drugs, or cosmetics intended for personal consumption by employees while in the workplace; and
- f. Any product sold at retail which is incidentally sold to the University or and employee, in the same form, approximate amount, concentration, and manner as it is sold to consumers.
- g. Pesticides
- h. Work operations where employees only handle hazardous substances in sealed containers which are not opened under normal conditions of use (warehousing, shipping, receiving, etc.).

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- a. Assists departments in complying with program requirements including labeling, Safety Data Sheets (SDS), employee information and training, and record keeping. Develop and maintain training aids and conduct Train-the-Trainer training for managers and supervisors;
- b. At the request of Beach Building Services (BBS), reviews SDS's submitted by outside contractors for the materials they intend to use on campus; and
- c. Coordinates the collection and disposal of all hazardous waste generated on campus.

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- a. Develop procedures to ensure that all requirements of the Hazard Communication Program (HCP) have been met before employees are exposed to hazardous substances under normal conditions of use or in a foreseeable emergency;
- b. Develop and maintain an inventory of hazardous substances present in all work areas within the department;
- c. When ordering suspected hazardous substances, request on the Purchase Requisition Form an SDS whenever one is not currently present in the department;
- d. Maintain a file of SDS in a location readily accessible to department employees; and



<http://www.csulb.edu/financial-management/procurement-contractual-services/how-to-purchase-and-pay/hazardous-goods>

6.3 When the hazardous materials are received, they must be logged in and added to the department chemical inventory database by the DSC/CHO.

6.4 Each department shall maintain a list of hazardous substances used in the department. The list shall contain the chemical or common name which is indicated on the SDS for the substance. This shall permit cross references to be made among the list of hazardous substances, the label and the SDS. See Appendix B for a sample list format.

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- c. Any distilled spirits, wine, or malt beverage intended for non-industrial use regulated by the Federal Alcohol Administration Act; and
- d. Any consumer product or hazardous substance regulated by the Consumer Product Safety Act and Federal Hazardous Substances Act, respectively.

#### 7.6 Hazardous Non-Routine Task

Periodically, employees are required to perform hazardous non-routine tasks. Prior to starting work on such projects, affected employees will be given information by their Manager or Supervisor on hazards to which they may be exposed during such an activity.

This information will cover:

- Specific hazards;
- Measures the department has taken to reduce the risk of these hazards, such as providing ventilation, ensuring the presence of another employee, providing a respiratory protection program, and establishing emergency procedures; and
- Required protective/safety measures

#### 7.7 Labeled/Unlabeled Pipes (if applicable)

Aboveground pipes transporting hazardous substances (gases, vapors, liquids, semi-liquids, or plastics) are identified in accordance with 8 CCR, Section 3321, "Identification of Piping." Other aboveground pipes that do not contain hazardous substances but may have associated hazards if disturbed or cut (e.g., steam lines, oxygen lines) are addressed as follows:

Before employees enter the area and initiate work, EHS will inform them of:

- The location of the pipe or piping system or other known safety hazard
- The substance in the pipe
- Potential hazards
- Safety precautions

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8.1 Departments shall maintain a copy of the SDS for each hazardous substance used in the department. Departments shall ensure that this information is readily accessible during each work shift to employees when they are in their work area(s).

The following 16 sections are required for all GHS-compliant SDS:

- o Section 1: Identification of chemical and common name(s) of all ingredients that present Health hazards
- o Section 2: Hazard identification
- o Section 3: Composition/Information on ingredients
- o Section 4: First aid measures
- o Section 5: Firefighting measures
- o Section 6: Accidental release measures
- o Section 7: Handling and storage
- o Section 8: Exposure controls/ person protection
- o Section 9: Physical and chemical properties
- o Section 10: Stability and reactivity
- o Section 11: Toxicological information
- o Section 12: Ecological information
- o Section 13: Disposal considerations
- o Section 14: Transport information
- o Section 15: Regulatory information
- o Section 16: Other information, including date of preparation or last revision.

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9.1 Managers and supervisors shall provide employees with information and training on hazardous substances in their work area at the time of their initial assignment, and whenever a new hazard is introduced into their work area.

9.2 Whenever a new or revised SDS is received, such information shall be provided to employees on a timely basis not to exceed 30 days after receipt, if the new information indicates significantly-increased risks to, or measures necessary to protect, employee health as compared to those stated on an SDS previously provided.

9.3 When training employees who may be exposed to hazardous substances, managers and supervisors shall ensure that each of the following hazard communication training requirements are covered:

### 9.3.1 Information

- a. Employees shall be informed of their right:
  - 1. To personally receive information regarding hazardous substances to which they may be exposed.
  - 2. To have their physician or collective bargaining agent to receive information regarding hazardous substances to which the employee may be exposed.
  - 3. Against dismissal or other discrimination due to the employee's exercise of the rights afforded pursuant to the provisions of the Hazardous Substances Information Act.

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10.1 Due to the potential for exposure to hazardous substances, designated areas on campus shall have limited access to University employees, students and/or outside personnel.

10.2 Hazardous areas shall be identified by signage on the location door. A contact person(s) shall be identified along with their phone number.

10.3 Work orders shall indicate any work that is scheduled for any hazardous location.

10.4 During normal business hours, and as appropriate for the hazard level of the work area, BBS/Responsible Party will notify the contact person(s) of the work. t M



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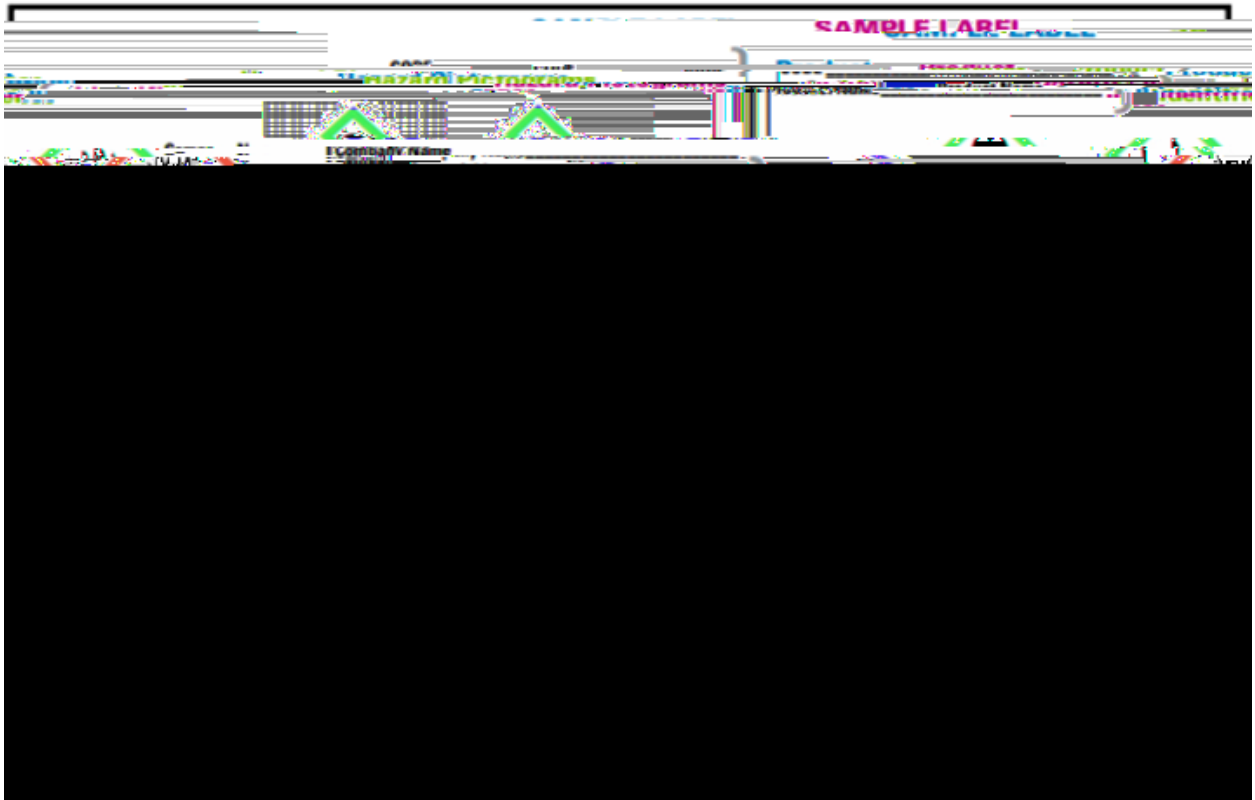
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## LABEL EXAMPLE





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individuals upon request. The voice phone is (202) 693-1999;  
teletypewriter (TTY) number: (877) 889-5627.

For assistance, contact us. We can help. It's confidential.

