

Central Arizona College Hazard Communication Program

The purpose of this program is to ensure that potential hazards and hazard control measures for chemicals, materials and substances used by this company are understood by company employees.

The Written program is available for employee review at any time.

It is located at Campus Police web page, hard copy at Campus Police Department
(Location of program)

A copy of the written program will be provided to any employee or employee representative, upon request. To request a copy call Campus Police at (520) 494-5445, or email to cacpolice@centralaz.edu.

Container Labeling:

The Warehouse Manager will verify that all containers received for use
(Name or title of individual)

by Central Arizona College at Signal Peak will be clearly labeled so as to:

- Identify the contents, matching identification on the MSDS.
- Note the appropriate hazard warning
- State the name and address of the manufacturer
- Forward a copy of the MSDS to the police department

The receiving person at each campus or center will ensure the above requirements are met, and forward a copy of the MSDS to the police department.

Secondary containers must also be labeled to indicate the name of the material and its hazards. No containers will be released for use until the above data is verified.

Material Safety Data Sheets (MSDS):

Copies of MSDS for all hazardous chemicals to which employees may be exposed will be kept

at Campus Police Department, 8470 N. Overfield Road, Bldg I-103, Coolidge, AZ 85128.
(Location or address)

Chief of Campus Police will be responsible for ensuring that:
(Name or title of individual)

- MSDS for the new chemicals are available
- MSDS will be available for review to all employees during each work shift
- Copies of MSDS will be available on request.

Employee Training and Information:

Each employee will be provided the following information and training before working in areas where hazardous chemicals exist. In addition, if a new hazardous material is introduced into the workplace, affected employees will be given new information and training concerning that material.

Minimum Information & Training Provided:

1. All operations and locations in the work area where hazardous chemicals are present.
2. The location and availability of the written hazard communication program, including list(s) of hazardous chemicals used and related material safety data sheets (MSDS).
3. Methods and observations that employees can use to detect the presence or release of a hazardous chemical in the work area.
4. The physical and health hazards of the chemicals in the work area.
5. The measures employees can take to protect themselves from hazards, including specific procedures the employer has implemented to protect employees from exposure to hazardous chemicals, such as appropriate work practices, emergency procedures, and personal protective equipment to be used.
6. Details of the company hazard communication program, including explanation of the labeling system, the material safety data sheets, and how to obtain and use the appropriate hazard information.

Hazardous Non-Routine Tasks:

If the company employees are required to perform hazardous non-routine tasks, such as welding in confined spaces or cleaning of tanks, the employer must address how the employees doing the work will be informed about specific hazards to which they will be exposed, what personal protective equipment will be provided and who will be responsible to oversee the operation or operations. If the company does not have any hazardous non-routine tasks, line through this section and state "NO HAZARDOUS NON-ROUTINE TASKS".

Chemicals in Unlabeled Pipes:

If the company has chemicals in unlabeled pipes the company must inform the employees of the hazards associated with those chemicals. If the company does not have any chemicals in unlabeled pipes, line through this section and state "NO CHEMICALS IN UNLABELED PIPES".

Informing Contractors:

It is the responsibility of Facilities Director to provide contractors
(Name or title of the individual)

and their employees with the following information:

1. Hazardous chemicals to which they may be exposed while on the jobsite.
2. Measures the employees may take to lessen the possibility of exposure.
3. Steps the company has taken to lessen the risks.
4. Location of MSDSs for the chemicals to which they may be exposed.
5. Procedures to follow if they are exposed.

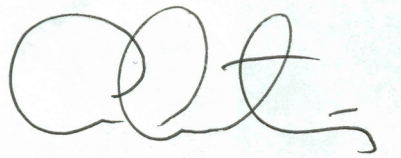
Contractors Informing Employees:

Contractors entering this workplace with hazardous materials will supply this employer with MSDSs covering those particular products the contractor may use while working at this site, and to which this company's employees may be exposed.

List of Hazardous Chemicals in This Workplace:

A listing of Hazardous Chemicals is maintained on the police department's web page at:

http://www.centralaz.edu/Home/About_Central/Campus_Police/Safety_Training_&_Other_Procedures.htm



Luis Martinez, Chief, Campus Police

11/5/10
Date