

## HAZARD COMMUNICATION PROGRAM

### Introduction

The following written hazard communication program has been established for:

**Ganneston Construction Corp**  
3025 North Belfast Avenue  
Augusta, ME 04330

This is a corporate program; a job-specific program must be established for each project where hazardous chemicals and/or materials are being used. A copy of the Hazard Communication program will be available in the job site trailer.

The purpose of this notice is to inform you that our company is complying with the OSHA Hazard Communication Standard, Title 29 Code of Federal Regulations 1910.1200, by compiling a hazardous chemicals list, by using Safety Data Sheets (SDS), by ensuring that containers are labeled, and by providing you with training.

Management will review and update the plan as necessary.

Copies of the OSHA Hazard Communication Standard 29 CFR 1910.1200 are available on our company website or a hard copy upon request.

Under this program you will be informed of the contents of the Hazard Communication Standard, the hazardous properties of the chemical with which you work, safe handling procedures, hazard material labeling, and measures to take to protect yourselves from these chemicals.

### 1. Container Labeling

The project supervisor will verify that all containers received for use by the company will be clearly labeled. Labels will include at least the following items:

1. A warning statement, message, or symbol
2. The product name
3. Manufacturer's name and address

No containers will be released for use until the above data is verified. If you transfer chemicals from a labeled container to another container that is only intended for your immediate use, no labels are required on the portable container. However, if chemicals are transferred to a secondary container for long-term use (more than a single shift), or more than one person is going to use the chemical, the proper label must be transferred.

## 2. Safety Data Sheets

SDS's provide you with specific information on the chemicals you use. SDS are available for review electronically on our company website, printed copies of specific SDS can be provided.

The job site supervisor is responsible for obtaining SDS for newly purchased or intended to use chemicals or materials, those SDS will be sent to the Freeport office, attention safety department for downloading on to the website. The project supervisor, senior management or the safety director will contact the suppliers if additional research is necessary or if an SDS has not been supplied with an initial shipment or purchase before the product is used.

## 3. Employee Training and Information

Everyone who works with or may be exposed to hazardous chemicals will receive initial training on the Hazard Communication Standard and the safe use of those hazardous chemicals by the supervisor and/or the safety director. Whenever a new hazard is introduced, additional training will be provided. Regular safety meetings will be conducted and hazardous materials used will be discussed.

The training plan for Hazard Communication will include:

- ÿ Summary of the standard and this written program.
- ÿ Chemical and physical properties of hazardous materials used (e.g., flashpoint, reactivity) and methods that can be used to detect the presence or release of chemicals (e.g., smell, appearance, monitors).
- ÿ Physical hazards of materials (e.g., potential for fire, etc).
- ÿ Health hazards, including signs and symptoms of exposure and any medical condition that may be aggravated by exposure to the chemical.
- ÿ Procedures used to protect against hazards (e.g., personal protective equipment required and its proper use and maintenance; work practices or methods to assure proper use and handling of chemicals; and procedures for emergency response).
- ÿ Work procedures to follow to assure protection when cleaning hazardous chemical spills and leaks.
- ÿ Where and how to access SDS, how to read and interpret the information on labels and the SDS, and how employees may obtain additional hazard information.
- ÿ An explanation of the labeling system and how to read and understand SDSs.

- ¶ Employees are required to sign and date the training roster and be evaluated on their knowledge of the training sessions.

Most of the information required for training on hazards is found in the Safety Data Sheet for that material.

#### **4. Non-Routine Tasks**

If you are required to perform hazardous non-routine tasks (e.g., cleaning tanks, entering confined spaces, etc.), a special training session will be conducted to inform you of the hazardous chemicals you may be exposed to and precautions that should be used to protect yourself.

#### **5. Multi-Employer Worksites**

The job site supervisor will provide other employers on multi-employer worksites with information about labeling systems, material safety data sheets and precautionary measures where the other employers have their employees potentially exposed to this employers' chemicals.

#### **6. Contractor Employees**

The job site supervisor will advise outside contractors in person of any chemical hazards that may be encountered in the normal course of their work on the premises, the labeling system in use, the protective measures to be taken, and the safe handling procedures to be used. In addition, he will notify these individuals of the location and availability of SDS. Each contractor bringing chemicals on-site must provide us with the appropriate hazard information on these substances, including the labels used and the precautionary measures to be taken in working with these chemicals.

#### **7. List of Hazardous Chemicals**

Our company website will contain an index of SDS both alphabetically and categorically, senior management and/or safety director will update the lists as necessary. Our list of chemicals identifies all of the chemicals used in our usual work practices at this job site. The list will identify the corresponding SDS for each chemical.