



MASON COUNTY FIRE DISTRICT #4

TITLE: HAZARD COMMUNICATIONS PROGRAM

CHAPTER: 2000 NUMBER: 2004 APPROVED: POLICY: 4-24-2012

APPROVED: Signature on file Bob Burbridge, Chief

Purpose:

The purpose of a Hazard Communication Program is to ensure that the hazards of all chemicals used in the fire department is transmitted to affected fire departments/districts and members/employees before they use the products.

Procedure:

- Inventory Lists - Identify the hazardous chemicals in your workplace that are a potential physical or health hazard. Make an inventory of these hazardous chemicals; this list must be a part of your written program.
- MSDS - Make sure there is a material safety data sheet (MSDS) for each chemical and that the inventory list and labeling system reference the corresponding MSDS for each chemical.
- Labeling System - Each container entering the workplace must be properly labeled with the identity of the product, the hazard warning, and the name and address of the manufacturer.
- Information & Training - Determine appropriate ways in which to inform and train members/employees on specific chemicals in your workplace and their hazards.
- Written Program - Develop, implement and maintain a comprehensive written hazard communication program at the workplace, including provisions for container labeling, material safety data sheets, and member/employee training program.

Members/employees must be made aware of where hazardous chemicals are used in their work areas. They also must be informed of the requirements of the Hazard Communication Standard, the availability and location of the written program, the list of hazardous chemicals, and the material safety data sheets.



MASON COUNTY FIRE DISTRICT #4

The code specifically requires employers (fire departments/districts) to train employees (members/employees) in the protective practices implements in their workplace, the labeling system used, how to obtain and use MSDSs, the physical and health hazards of the chemicals and the recognition, avoidance and prevention of accidental entrance of hazardous chemicals into the work environment.

HAZARD COMMUNICATION PROGRAM

1.0 REFERENCE

WAC 296-305-01509

2.0 PROGRAM

2.1 This program was developed by Fire District #4 to ensure the protection of its members/employees by providing information and training regarding the hazards and identities of the chemicals they may be potentially exposed to in the course of their work in the fire station, as well as the measures they can take to protect themselves. Each member/ employee will receive information regarding the department's Hazard Communication Program. In addition, those members/employees who are exposed (or potentially exposed) to hazardous chemicals as a result of their work duties in the fire station will receive additional information and training as required by this policy.

2.2 Members/employees will be trained in these procedures and are required to strictly adhere to them.

3.0 DEFINITIONS

3.1 Chemical means any element, chemical compound or mixture of elements and/or compounds.

3.2 Chemical manufacturer means an employer with a workplace where chemical(s) are produced for use or distribution.

3.3 Exposure or exposed means that an employee is subjected in the course of employment to a chemical that is a physical or health hazard, and includes potential (e.g. accidental or possible) exposure. "Subjected" in terms of health hazards includes any route of entry (e.g. inhalation, ingestion, skin contact or absorption).

3.4 Hazardous chemical means any chemical which is a physical hazard or a health hazard.



MASON COUNTY FIRE DISTRICT #4

3.5 Health hazard means a chemical for which there is statistical significant evidence based on at least one study conducted in accordance with established scientific principles that acute or chronic health effects may occur in exposed members/employees. The term "health hazard" includes chemicals which are carcinogens, toxic or highly toxic agents, reproductive toxins, irritants, corrosives, sensitizers, hepatoxins, nephrotoxins, neurotoxins, agents which act on the hematopoietic system, and agents which damage the lungs, skin, eyes, or mucus membranes.

4.0 RESPONSIBILITIES

4.1 AC Eric Biehl is responsible for ensuring that necessary MSDS sheets are obtained and any new information is passed on to members/employees

4.2 AC Greg Seals is responsible for training members/employees covered under this specific program

5.0 GUIDELINES

5.1.1 See Appendix A for specific information that can be used in determining what products should be included in the inventory.

5.1 Container Labeling. Officers as designated in the written hazard communication program, will ensure that all hazardous chemicals received in their area of responsibility are labeled to include the following:

- a). The identity of the hazardous chemical(s) used on the MSDS.
- b). The appropriate hazard warning.
- c). The name and address of the manufacturer.

5.2 Containers into which hazardous chemicals are transferred will be labeled, tagged or marked with the identity of the hazardous chemical(s), and hazard warnings. The identity may be any chemical or common name which is indicated on the MSDS and will permit cross-reference to be made among the list of hazardous chemicals, the label and the MSDS.

5.3 Material Safety Data Sheets (MSDSs). The MSDS is used to relay chemical hazard information from the manufacturer to the user and will be maintained at the workplace in which it is used. A copy of the written hazard communication program and applicable MSDSs will be kept at Station 41 to ensure that members/employees can immediately access the information contained in these documents.



MASON COUNTY FIRE DISTRICT #4

- 5.4** Training. All members/employee will be informed on both the hazard Communication Program and the requirements of this policy. Those members/employees who are directly exposed (or potentially exposed) to hazardous chemicals in the fire station will receive additional information and training on particular hazards of the chemical to which they are exposed or potentially exposed.
- 5.4.1** Exposed (or potentially exposed) member/employee training will include:
- Methods and observations that may be used to detect the presence or release of hazardous chemicals.
 - Physical and health hazards of chemicals in the work area.
 - Measures members/employees can take to protect themselves from the hazards.
 - The details of this policy and written hazard communication program.
- 5.4.2** All members/employees will be informed of:
- The hazard communication standard requirements.
 - Any operations in their work areas where hazardous chemicals are present.

Hazard Communication Checklist

1. Have we prepared a list of all the hazardous chemicals in our workplace?
2. Are we prepared to update our hazardous chemical list?
3. Have we obtained or developed a material safety data sheet for each hazardous chemical we use?
4. Have we developed a system to ensure that all incoming hazardous chemicals are checked for proper labels and data sheets?
5. Do we have procedures to ensure proper labeling or warning signs for containers that hold hazardous chemicals?
6. Are our members/employees aware of the specific information and training requirements of the Hazard Communication Standard?
7. Are our members/employees familiar with the different types of chemicals and the hazards associated with them?
8. Have our members/employees been informed of the hazards associated with performing non-routine tasks?



MASON COUNTY FIRE DISTRICT #4

9. Do our members/employees understand how to detect the presence or release of hazardous chemicals in the workplace?
10. Are members/employees trained about proper work practices and personal protective equipment in relation to the hazardous chemicals in their work area?
11. Does our training program provide information on appropriate first aid emergency procedures and the likely symptoms of overexposure?
12. Does our training program include an explanation of labels and warning that are used in each work area?
13. Does the training describe where to obtain data sheets and how members/employees may use them?
14. Have we worked out a system to ensure that new members/employees are trained before beginning work?
15. Have we developed a system to identify new hazardous chemicals before they are introduced into a work area?
16. Do we have a system for informing members/employees when we learn of new hazards associated with a chemical we use?