

Iowa County, Iowa
Policy Manual

Title: Hazardous Communication	Reference #: SA006
Section: Safety	Date Effective/Revised: 7/1/2016
Department (s): All	Approved By: Board of Supervisors

Purpose

This program was created to ensure the safety and health of our employees while handling hazardous chemicals. All procedures and policies were prepared in accordance with OSHA regulation Section 1910.1200 Hazardous Communications. The entire report can be found at https://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=STANDARDS&p_id=10099. Copies of this program will also be located at each work site where Hazardous Chemicals have been identified.

Container Labeling

All chemicals purchased for use by Iowa County shall meet the following standards before use or transportation to other facilities:

- Contents must be clearly labeled by manufacturer
- Container labels must have appropriate hazard warnings
- Container labels must list name, number and address of manufacturer.

If a container does not meet these standards, it shall be secured against use.

When a secondary container such as sprayers, gas cans and buckets are used to disperse, mix or carry a chemical, it must be labeled. Labels should include name of the chemical and appropriate hazard warnings. Containers missing original labels should also be re-labeled.

Chemical Inventory List

All chemicals that are physical or health hazards must be included in an inventory for each department. Physical or health risks are noted on the container or on a safety data sheet (SDS) provided by the manufacturer or retailer. Each department is responsible for keeping the inventory.

The list shall be updated every time a new chemical is introduced into or removed from the workplace. The program administrator may designate a person from each department to maintain the chemical inventory for that department.

Each department shall forward a copy of the chemical inventory lists to the administrator to be maintained in as master list.

Safety Data Sheets

SDS are written or printed materials that identify the safety and health risks of a chemical, the routes of exposure and precautions to use when handling the chemical. The vendor or manufacturer provides a SDS upon purchase and request. Each chemical in the inventory shall have a corresponding SDS.