

The James Myers Co., Inc.



TOOLBOX TALKS

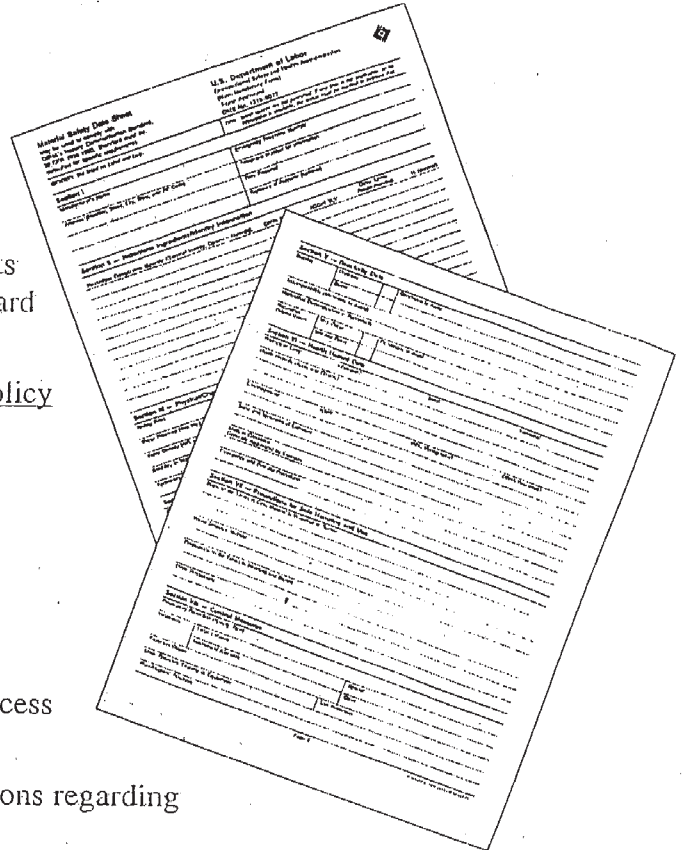
Week #21

NATIONAL ROOFING CONTRACTORS ASSOCIATION - CNA COMMERCIAL INSURANCE

Hazard Communication

☞ The hazard communication standard is an employee **right-to-know** law.

- You need to know what chemicals and roofing products are hazardous to your health, and know how to safeguard yourself against them.
- Your employer has a written hazard communication policy and program that includes the following items:
 - Chemical/Product Inventory List
 - Material Safety Data Sheets (MSDS)
 - Labeling Information
 - Training Requirements and Records
- This must be kept at your worksite so that you have access to it at all times.
- Ask your supervisor or foreman if you have any questions regarding hazardous materials.



☞ **Chemical/Product Inventory List**

- A list of all hazardous chemicals should be kept with the written policy and MSDSs.

☞ **Material Safety Data Sheets (MSDS)**

- A MSDS must be present for each hazardous chemical or product on site.
- For mixtures, the MSDS will identify all of the chemicals within the mixture, the mixture's characteristics, and any important hazard information.

☞ **Labeling Information**

- A label must be affixed to each container of a hazardous material, identifying the name of the product, the name and address of the manufacturer, and hazard information.
- Inform your supervisor if a label is not on a container, and do not use it until it is replaced or relabeled.

☞ **Training Requirements**

- The OSHA standard requires you to be trained so that you have full knowledge of your employer's written program and all hazardous materials at your worksite.
- Make sure that you understand the training you receive, and that you know how to find information in the MSDSs.

Hazard Communication Training Tips

- Have a copy of the company's written hazard communication policy available.
- Have an MSDS available to show employees.
- Make sure that they know where the MSDSs and the company hazard communication policy are located.
- Ask the following questions:
 - What information do you find on product labels?
 - What should you do if you find an unlabeled container?
 - When can you look at the MSDSs?