

Toolbox Talks 2

023: Hazard Communication, Part 1

Discussion leader duties for this session:

- Review the introductory material in your company's Hazard Communication System program.
- Note the location of any related posted materials.
- Find out how to provide employees their own printed copy of your HCS program, if you don't already know.
- Identify several substances that are present on the jobsite (or are likely to be present on future jobsites) and fall under HCS.

What this Safety Talk covers:

Using Hazard Communication System information.

Discussion notes:

Background

The company's Hazard Communication System program is the means by which the company provides employees with certain information for protection when working with or around chemicals. These chemicals include:

- Flammables. Fuel is a common flammable.
- Corrosives. Solvents are often corrosive (some are also flammable).
- Toxins. Oils and many solvents fall into this category.

Some hazard communication facts

- Your company's Hazardous Communication System (HCS) program is not intended to protect you. It is intended to provide you with the information you need to *protect yourself*.
- Your employer has to provide you with certain information and ensure you are trained. You have to use that information and ensure you work safely.
- Under federal law, you are entitled to your own printed copy of your company's HCS program or policy. The intent of this provision is to provide you with the opportunity to supplement company training by reading on your own.
- You can find hazard information for every hazardous chemical by reading the product label and the MSDS for that product.

Hazard communication best practices

- Read and understand your company's HCS program or policy.
- Apply HCS information any time you encounter a substance that may be hazardous, whether you work directly with it or not.
- Learn how to identify, and protect yourself from, hazardous substances.
- Before starting a job where you will be working with or around hazardous substances, review the related HCS information.
- Before using a hazardous substance, read the product labels and MSDS sheets.

Review and discussion

1. What does your company's Hazardous Communication System program or policy do for you?
2. Name three types of hazardous chemicals.
3. Are there any hazardous chemicals on this job?
4. What are some hazardous chemicals you have encountered on other jobs or can expect to encounter on future ones?
5. What should you do with the HCS-related information?

6. Where can you find hazard information for a given hazardous chemical?

7. When should you apply the HCS policy?

8. What should you do before starting a job where you will be working with or around hazardous substances?

9. How do you know the particular hazards and protective measures for a particular substance?

10. What should you do before using a hazardous substance or a substance that may be hazardous?

Participant's Signature and Date

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