



Monthly Spotlight

Date: March 2009

Hazard Communication Standard (29 CFR Part 1910.1200)

- Requires all employers to create, implement and maintain a written Hazard Communication Plan.
- Frequently referred to as the “employees right to know” standard
- Holds employers responsible for ensuring its employees are aware of and understand the hazards associated with the chemicals they work with.

Hazard Communication Plan

- OSHA mandates that the Plan must include the following information:
 1. Labels and other forms of warning
 2. Material Safety Data Sheets
 3. Employee information and training

Labels and Other Forms of Warning

- Hazardous material packages shipped to Harvard must have corresponding US DOT labels (i.e. corrosive, toxic, flammable etc.)
- When received, hazardous chemicals must be stored appropriately
 - In secondary containment, with cap securely closed
 - Labels must be affixed to the bottle, containing the chemical name, warning information and the hazards associated with the chemical.
 - Chemical storage cabinets must have visible hazardous label affixed to the outside of the cabinet and solely contain the corresponding chemicals. (i.e. flammables in a flammable storage cabinet)
- Chemical storage rooms must have appropriate signage affixed to the entrance doors
- Harvard EH&S mandates all working containers have secured labels containing a minimum of chemical(s) name, chemical concentration and accompanying hazards

Material Safety Data Sheets (MSDS)

- Chemicals shipped to Harvard must contain MSDSs provided by the manufacturer
- Online copies of MSDSs are provided on the EH&S homepage:
<http://www.uos.harvard.edu/ehs/msds/>
- Hard copies of MSDSs must be readily available and maintained in areas at Harvard where computer access is not available to all employees and chemicals are handled.

Employee Information and Training

- Harvard University employees that handle and work with chemicals must attend EH&S training: (See accompanying link)
<http://www.uos.harvard.edu/ehsapps/training/GetCourseInfo.do?crs=208>
- Harvard’s HazCom Plan: <http://www.uos.harvard.edu/ehs/safety/0111.pdf>