

WRITTEN HAZARD COMMUNICATION PROGRAM

GENERAL

The following hazard communication program has been established for the Nashville Department of Public Works. This program will be available for review by all employees.

1. HAZARD DETERMINATION

The Village will be relying on material safety data sheets from suppliers to meet determination requirements.

2. LABELING

A. Each employee will be responsible for seeing that all containers coming in are properly labeled.

B. All labels shall be checked for:

- * Identity
- * Hazard
- * Name and address of responsible party

C. The Superintendent shall be responsible for seeing that all portable containers used in their work area are labeled with identity and hazard warning.

3. MATERIAL SAFETY DATA SHEETS (MSDS)

A. The Superintendent will be responsible for compiling the master MSDS file. It will be kept in a file at the Sewer Plant Office.

B. MSDSs will be available for review to all employees during each workshift. Copies will be available upon request to the Superintendent.

C. The Employees will be provided with the required MIOSHA Right-To-Know posters and postings notifying employees of new or revised MSDSs within five (5) days of receipt of new or revised MSDSs.

4. EMPLOYEE INFORMATION AND TRAINING

A. The Superintendent shall coordinate and maintain records of training conducted for the Department of Public Works Crew.

B. Before starting work, or as soon as possible thereafter, each new employee will attend a safety class. In that class, each employee will be given information on:

- * Chemicals and their hazards in the workplace.
- * How to lessen or prevent exposure to these chemicals.
- * What the company has done to lessen or prevent workers exposure to these chemicals.
- * Procedures to follow if they are exposed.
- * How to read and interpret labels and MSDSs.
- * Where to locate MSDSs and from whom they may obtain copies.

C. The employee will be informed that:

- * The employer is prohibited from discharging, or discriminating against, an employee who exercises the rights regarding information about hazardous chemicals in the workplace.
- * As an alternative to requesting an MSDS from the employer, the employee may obtain a copy from the Department of Public Health. A sign will be posted with the address and telephone number of the department responsible for such requests.

D. Attendance will be taken at training sessions. These records will be kept by the Superintendent.

E. Before any new hazardous chemical is introduced into the workplace, each employee will be given information in the same manner as during the safety class.

5. HAZARDOUS NON-ROUTINE TASKS

A. On occasion, employees are required to do work in hazardous areas (e.g. confined spaces). Prior to starting work in such areas, each employee will be given information about the hazards involved in these areas.

This information will include:

- * Specific chemical hazards
- * Protection/safety measures the employee can take to lessen risks
- * Measures the company has taken to lessen the hazards including ventilation, respirators, the presence of another employee, and emergency procedures

B. It is the policy of the Village of Nashville that no employee will begin work in a confined space, or any non-routine task, without first receiving a safety briefing.

6. INFORMING CONTRACTORS

A. It is the responsibility of the Village of Nashville to provide any other contractors with employees exposed to our chemicals with the following information:

- * Hazardous chemicals with which they may come in contact.
- * Measures the employees may take to lessen the risks.

* Where to get MSDSs for all hazardous chemicals.

B. It is the responsibility of the Village of Nashville to obtain chemical information from contractors when they will expose our employees to hazardous chemicals which they may bring into our workplace.

7. PIPE AND PIPING SYSTEMS

A. Information on the hazardous contents of pipe and piping shall be identified on the pipe as to its contents.

8. LIST OF HAZARDOUS CHEMICALS

This is a list of the chemicals used by the Department of Public Works Crew. Further information can be obtained by reviewing MSDSs at the central location. This list is subject to additions or deletions.

Stamark P- 46 Pavement Adhesive
Randustrial Water Pressure Cement
N U-Duh
Super Wet
Asphalt Cold Mix
Silicone (clear, blue, high temp. red, black, white, bronze.)
Permatex High Tack
3M Weather Strip Adhesive (black)
Classic Plastic Auto Body Filler
Fibergel Body Filler
Oatly Purple Primer/Cleaner
Novaclean
Vinyl Spackling
Galaxy Stainless Plumber
All Purpose Cement (pvc cement)
Arrest
Dont Bug Me
Epic
Ophthalene
Nimbus
Kibosh
Stylene
On Your Mark
Prizm
Starting Fluid
Cyclo Carb. Cleaner
Cyclo Silicone Spray
Permatex Battery Cleaner

Duro Belt Grip
Brake Fluid
Permatex Gasket Remover
Enzymes 300
Triple X Sewer Compound
Windsheild Washer Solvent
BL-50 R.V. Anti-freeze
Isopropyl Alcohol, Anhydrous (gas line anti-freeze)
Anti-Freeze Coolant
Force
Uni-Dox
Orange Gel Degreaser
Sprint
Urgent
Sentinel
Riptide
Swab Concrete Floor Cleaner
Brake Cleaner
Muratic Acid 20%
Mineral Spirits
Super Permalube Grease
Amoco 300 Motor Oil
Auto-Value ATF
Auto-Value Motor Oil
Uni-rooter
Scram
Selective Weed Control Liquid Herbicide Mixture
Aquatic Weed Control Diquat
Oil Base Traffic Paint White
Oil Base Traffic Paint Yellow
Petroleum Rustproofing
Bench and Seat Enamel
Fence and Roof Enamel (Aluminum)
Pit Stop (blue, osha green, white, fire red)
Super Stripe Traffic Paint (yellow, white)
HI-TECH Colors
Randustrial Pavement Sealer
Pave Brite Marking Paint (yellow, white)
Tournament Top Coat Green
Fence and Roof Enamel Aluminum
Plasti-Kote Truck and Van Colors All colors-unleaded
Plasti-Kote Truck and Van Colors All colors-unleaded
Best Interior Satan Gloss Enamel
Best Interior/Exterior Decorative Enamel
Best Ultra Gloss Polyurethane

Best Exterior Flat House Paint
Best Interior/Exterior Ultra Gloss Spray
Good Interior Semi-gloss House and Trim
Acetylene
Der-Vel
Encore