

Hazard Communication Program (HAZCOM)

Purpose

The following hazard communication program has been established for Blarney Castle Oil Co. to meet or exceed compliance requirements with MIOSHA Part 92 and OSHA Part 430. This program will be available for review by all employees.

Scope

This hazard communication program applies to all employees and contractors working in/at Blarney Castle Oil and Propane and EZ Mart locations.

Hazard Classification

Chemical manufacturers or importers shall evaluate chemicals they produced or import to classify the chemicals in accordance with the revised Hazard Communication Standard.

For each chemical, the chemical manufacturer or importer shall determine the hazard classes, and where appropriate, the category of each class that apply to the chemical being classified. This information will be placed in the Safety Data Sheet (SDS) and on the product label.

Blarney Castle Oil Co. will rely on SDSs obtained from product suppliers to determine which chemicals are classified as hazardous for employees.

Labeling

- A. Store and Branch Managers will be responsible for seeing that all containers entering the workplace from a manufacturer, importer or distributor are properly labeled.
- B. All labels shall be checked for:
 1. Product identifier;
 2. Signal word;
 3. Hazard statement(s);
 4. Pictogram(s);
 5. Precautionary statement(s); and,
 6. Name, address, and telephone number of the chemical manufacturer, importer, or other responsible party.
- C. Each employee shall be responsible for ensuring that all secondary workplace containers used in their work area are labeled with the appropriate product identifier and provide employees with information regarding the physical and health hazards of the hazardous chemical.

The information specified for labels on shipped containers; **OR**, product identifier and words, pictures, symbols, or combination thereof, which provide at least general information regarding the hazards of the chemicals, and which, in conjunction with the other information immediately available to employees under the hazard communication program, will provide employees with the specific information regarding the physical and health hazards of the hazardous chemical.

Hazard Communication Program (HAZCOM)

Safety Data Sheets

Chemical manufacturers or importers shall ensure that SDSs for their products includes the following Sections in order:

Section 1, Identification;

Section 2, Hazard(s) identification;

Section 3, Composition/information on ingredients;

Section 4, First-aid measures;

Section 5, Fire-fighting measures;

Section 6, Accidental release measures;

Section 7, Handling and storage;

Section 8, Exposure controls/personal protection;

Section 9, Physical and chemical properties;

Section 10, Stability and reactivity;

Section 11, Toxicological information.

Section 12, Ecological information;

Section 13, Disposal considerations;

Section 14, Transport information;

Section 15, Regulatory information; and

Section 16, Other information, including date of preparation or last revision.

- A. The Risk Management Coordinator will be responsible for compiling and maintaining the master SDS file. The file will be kept electronically in BCOC Shared Folders, under Safety in Safety Date Sheet subfolder.
- B. Additional copies of SDSs for employee use are located in the site's Safety Handbook.
- C. SDSs will be available for review to all employees during each work shift. Copies will be available upon request to employee's direct supervisor.
- D. Posters identifying the person responsible for maintaining SDSs and where the SDSs are located are posted at/in a common area for each location. Posters notifying employees when new or revised SDSs are received will be located in the same location(s).
- E. If a required SDS is not received, the Risk Management Coordinator shall contact the supplier, in writing, to request the SDS. If an SDS is not received after two such requests they shall contact the MIOSHA's General Industry Safety and Health Division (GISHD) at (517) 284-7750, for assistance in obtaining the SDS.

Hazard Communication Program (HAZCOM)

Employee Information and Training

- A. Risk Management Coordinator shall coordinate and maintain records of employee hazard communication training, including attendance rosters.
- B. As part of the formal on-boarding process of new employees, each new employee will receive hazard communication training. This will include the following information and training:

Information:

- The requirements of the MIOSHA Hazard Communication Standard
- All operations in their work area where hazardous chemicals are present
- Location and availability of the written hazard communication program, the list of hazardous chemicals, and the SDS

Training:

- Methods and observations that can be used to detect the presence or release of hazardous chemicals in the work area;
 - The physical, health, simple asphyxiation, combustible dust and pyrophoric gas hazards, as well as hazards not otherwise classified, of the chemicals in the work area;
 - Measures the employees should take to protect themselves from these hazards;
 - Details of the hazard communication program-- including an explanation of the new label elements [product identifier; signal word; hazard statement(s); pictogram(s); and, precautionary statement(s)] on shipped containers and the workplace labeling system used by their employer; the new SDS format/sections; and,
 - How employees can obtain and use hazard information
- C. Employees will also receive annual refresher training on Hazard Communications.
 - D. The employee shall be informed that:
 1. The employer is prohibited from discharging, or discriminating against, an employee who exercises his/her rights to obtain information regarding hazardous chemicals used in the workplace.
 2. As an alternative to requesting a SDS from the employer, the employee can seek assistance from the MIOSHA General Industry Safety and Health Division at (517) 284-7750, to obtain the desired SDS. A sign or MIOSHA poster will be posted with the address and telephone number of the MIOSHA Divisions responsible for such requests.
 - E. Before any new physical or health hazard is introduced into the workplace, each employee who may be exposed to the substance will be given information in the same manner as during the hazard communication training.

Informing Contractors

- A. If our company exposes any employee of another employer to any hazardous chemicals that we produce, use, or store, the following information will be supplied to that employer:
 1. The hazardous chemicals they may encounter.
 2. Measures their employees can take to control or eliminate exposure to the hazardous chemicals.
 3. The container and pipe labeling system used on-site.
 4. Where applicable SDSs can be reviewed or obtained.

Hazard Communication Program (HAZCOM)

List of Hazardous Chemicals

A list of all hazardous chemicals used by Blarney Castle Oil and Propane is located in the shared safety folder. Further information regarding any of these chemicals can be obtained by reviewing its respective SDS.










Materials which can be purchased by the ordinary household consumer, and which are used for the intended purpose and amount as by the ordinary household consumer, are not required to be included in this list.

Hazard Communication Program (HAZCOM)

Pictogram: a symbol plus other graphic elements, such as a border, background pattern, or color that is intended to convey specific information about the hazards of a chemical. Each pictogram consists of a different symbol on a white background within a red square frame set on a point (i.e. a red diamond). There are nine pictograms under the GHS. However, only **eight pictograms are required under the HCS**. The exception being, the environmental pictogram, as environmental hazards are not within OSHA's jurisdiction. **Pictograms must have red borders.**

The hazard pictograms and their corresponding hazards are shown below.

HCS Pictograms and Hazards

Health Hazard 	Flame 	Exclamation Mark 
<ul style="list-style-type: none"> • Carcinogen • Mutagenicity • Reproductive Toxicity • Respiratory Sensitizer • Target Organ Toxicity • Aspiration Toxicity 	<ul style="list-style-type: none"> • Flammables • Pyrophorics • Self-Heating • Emits Flammable Gas • Self-Reactives • Organic Peroxides 	<ul style="list-style-type: none"> • Irritant (skin and eye) <ul style="list-style-type: none"> • Skin Sensitizer • Acute Toxicity (harmful) <ul style="list-style-type: none"> • Narcotic Effects • Respiratory Tract Irritant • Hazardous to Ozone Layer (Non Mandatory)
Gas Cylinder 	Corrosion 	Exploding Bomb 
<ul style="list-style-type: none"> • Gases under Pressure 	<ul style="list-style-type: none"> • Skin Corrosion/ burns • Eye Damage • Corrosive to Metals 	<ul style="list-style-type: none"> • Explosives • Self-Reactives • Organic Peroxides
Flame over Circle 	Environment (Non Mandatory) 	Skull and Crossbones 
<ul style="list-style-type: none"> • Oxidizers 	<ul style="list-style-type: none"> • Aquatic Toxicity 	<ul style="list-style-type: none"> • Acute Toxicity (fatal or toxic)

Hazard Communication Program (HAZCOM)

Signal words: A single word used to indicate the relative level of severity of hazard and alert the reader to a potential hazard on the label. The signal words used are "**Danger**" and "**Warning.**" "Danger" is used for the more severe hazards, while "Warning" is used for less severe hazards.

Hazard Statement: A statement assigned to a hazard class and category that describes the nature of the hazard(s) of a chemical, including, where appropriate, the degree of hazard.

Precautionary Statement: A phrase that describes recommended measures to be taken to minimize or prevent adverse effects resulting from exposure to a hazardous chemical, or improper storage or handling of a hazardous chemical.

Safety Data Sheets (SDSs): Will now have a specified **16-section format**. A material safety data sheet (MSDS/SDS) is now referred to as a safety data sheet (SDS).

Paragraph (g) of the final rule indicates the headings of information to be included on the SDS and the order in which they are to be provided. In addition, **Appendix D indicates what information is to be included under each heading**. The SDS format is the same as the ANSI standard format which is widely used in the U.S. and is already familiar to many employees.

The format of the 16-section SDS must include the following sections:

Section 1. Identification

Section 2. Hazard(s) identification

Section 3. Composition/information on ingredients

Section 4. First Aid measures

Section 5. Firefighting measures

Section 6. Accidental release measures

Section 7. Handling and storage

Section 8. Exposure controls/personal protection

Section 9. Physical and chemical properties

Section 10. Stability and reactivity

Section 11. Toxicological information

Section 12. Ecological information

Section 13. Disposal considerations

Section 14. Transport information

Section 15. Regulatory information

Section 16. Other information, including date of preparation or last revision

Sections 12-15 may be included in the SDS, but are not required by OSHA.

RESOURCE INFORMATION:

Information related to the changes affecting OSHA's Hazard Communication Standard can be found on OSHA's website at <http://www.osha.gov/dsg/hazcom/index.html>.