344 Third Street
Baton Rouge, LA 70801
Phone: 225-757-0480

SECTION 19
HAZARD COMMUNICATION PROGRAM

1. PURPOSE

1.1. The purpose of MAPP's Hazard Communication Program is to reduce the likelihood of injury or illness due to lack of familiarity with the potential hazards of chemicals and other similar materials in use on our jobsites and facilities.

2. POLICY

2.1. It is the policy of MAPP to maintain a file on each jobsite containing Safety Data Sheets (SDS) for all chemicals and similar materials stored or in use on site. This file will be kept with by the MAPP Superintendent so as to be accessible to all personnel upon request. All MAPP employees will be trained in how to understand SDS's, the attendant labeling system for containers and in the proper ties associated with any chemical or similar material that they will be exposed to in the normal course of their work. Containers for all chemicals and similar materials will be labeled in accordance with OSHA Hazard Communication Standard 29 CFR 1910.1200 (f), Labels and Other Forms of Warnings. Subcontractors shall ensure that their employees receive the required training before beginning any work on a project site. The MAPP Superintendent will communicate to all employees on site any new or affecting chemicals.

3. PROCEDURES

3.1. Safety Department Shall:

3.1.1. New Hires – MAPP Safety Department will discuss SDS and the Hazard Communication Program with all newly hired employees.

3.1.2. Review Safety Data Sheets (SDS) during jobsite audits.

3.1.3. Prepare Safety Meetings when requested.

3.1.3.1. On specific chemicals and other similar materials using the information contained in the SDS.

3.1.3.2. Explaining the rights of workers under the OSHA Hazard Communication Standard and its requirements.

3.1.4. Perform audits designed to test how effectively the program is being applied.

3.2. Project Superintendents Shall:

3.2.1. Inform each employee on site of:

3.2.1.1. The OSHA Hazard Communication Standard and its requirements.

3.2.1.2. Their rights and responsibilities under the OSHA Hazard Communication Standard.

3.2.1.3. The properties of the chemicals and similar materials on site and how they can affect the body.

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3.2.1.4. Steps that can be taken to avoid harm from exposure.

3.2.1.5. Where SDS are located on site and how to read them.

3.2.1.6. Where to look for labels on containers of chemicals and similar materials.

This will be accomplished through an on-going awareness program. Safety meetings will be held by the jobsite Superintendents on a regular basis with all employees who may come into contact with a material to address the specific hazards.

3.2.2 Shall ensure that proper signage informing employees of the availability of SDS's is posted throughout the project site.

3.2.3 Superintendents will forward to the project administrative assistant a copy of all SDS's of onsite project chemicals to scan to the project drive.

3.3 **Mechanism of SDS Management:**

3.3.1 The Project Manager and Superintendent Shall:

3.3.1.1 Make an initial request of subcontractors and vendors verbally that a SDS must be provided at the time of the delivery of any chemicals and other similar materials to the MAPP jobsite. This will be discussed in all subcontractor pre-task plans. ***Note: If you are unsure whether or not a material qualifies as a "chemical or similar material", please call the Safety Department.***

3.3.1.2 If an SDS is not received with material delivered, the receiving Superintendent must call the supplier and request that a SDS be forwarded immediately to the MAPP jobsite unless he already has a SDS for the material.

3.3.1.3 If still unable to obtain the needed SDS, call the Safety Department for assistance.

3.3.1.4 File the SDS in the Hazard Communication binder in the order in which you receive it. Add it to the index as follows:Common Name, SDS ID #, Date of Issue, Manufacturer

3.3.1.4.1 **Examples:**

3.3.1.4.1.1 Portland Cement, None, 5/23/86, Ideal Basic Industries
3.3.1.4.1.2 Oxygen, L-4638A, 9/85, Union Carbide
3.3.1.4.1.3 PVC Solvent Cement, 99 Clear, 10/87, Sureguard, Inc.

3.3.1.5 Since the Project Superintendent will have to write in the new SDS information by hand, it will be necessary for him to print **CLEARLY**.

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3.4 Communicate the following information to the supplier when ordering any chemical or other similar material:

SDS REQUEST STATEMENT

In order to comply with the requirements of the OSHA Hazard Communication Standard 29, CFR 1910.1200, all companies are required to submit Safety Data Sheets (SDS) as a primary means of communicating information on all chemicals and other similar materials that they vend, distribute, manufacture, produce or use.

Safety Data Sheets must be submitted ***Before or At The Time Of Delivery or before*** *for all chemicals and other similar materials supplied to MAPP's jobsites by your company. The SDS must be submitted to (THE NAME OF YOUR JOBSITE).*

We appreciate your cooperation in this most important manner.

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4. STANDARDIZED SAFETY DATA SHEET (SDS) INFORMATION

Safety Data Sheets (SDS), formerly Material Safety Data Sheets (MSDS), are now required to follow a standardized 16-section format and contain certain information within them. To make it easier to find information, the following information is provided to guide you through the new standardized SDS's.

SECTION I Product and Company Identification

The chemical and common name(s) is provided for single chemical substances. An identity on the SDS must be cross-referenced to the identity found on the label. Information on the supplier, including an emergency number is found in this section.

SECTION II Hazards Identification

GHS classification of the substance / mixture and any regional information is listed. Elements which appear on GHS labels are listed in this section, including pictograms, signal word, hazard statements and precautionary statements. Example: skull and crossbones and flame.

SECTION III Composition / Information on Ingredients

Contains the chemical identity, common name, any synonyms, CAS number, EC number along with any impurities and stabilizing additives that are classified and contribute to the classification of the chemical.

SECTION IV First-Aid Measures

A description of each of the routes of exposure: inhalation, skin, eye contact, and ingestion; also the most important symptoms and whether chronic or acute. Indication of immediate medical attention and any special treatment if needed.

SECTION V Firefighting Measures

Appropriate extinguishing media: water, dry chemical, or foam. Any specific hazards associated with the products of combustion of the chemical. Any special protective equipment and precautions needed for firefighters.

SECTION VI Accidental Release Measures

Protective equipment, personal precautions, environmental precautions and emergency procedures. Methods and materials for containment and cleaning up.

SECTION VII Handling and Storage

Precautions for safe handling and conditions for safe storage including any incompatibilities.

SECTION VIII Exposure Control / Personal Protection

Occupational exposure limit values or biological limit values. Appropriate engineering controls and personal protective equipment.

SECTION IX Physical and Chemical

Description of the physical properties (ex. physical state and color) and chemical properties (ex. pH, melting point, flash point, flammability rate, relative density).

SECTION X Stability and Reactivity

Information on the chemical stability and possible hazardous reactions that can occur with the use or storage of the chemical. Description of conditions and incompatible materials to avoid. Also a listing of hazardous decomposition products.

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SECTION XI Toxicological Information
Description of the various toxicological (health) effects and available data used to identify those effects. Information on the likely routes of exposure (inhalation, ingestion, skin and eye contact). Details of the symptoms related to the physical, chemical and toxicological characteristics.
SECTION XII Ecological Information
Description of various ecological effects of the chemical (ex. effects on the aquatic and terrestrial environments, degradability, bioaccumulative potential, mobility in soil).
SECTION XIII Disposal Considerations
Description of waste residues and information on their safe handling and methods of disposal, including the disposal of any contaminated packaging.
SECTION XIV Transport Information
Details of various packaging and transportation information (including UN Number, UN Proper shipping name, transport hazard class or classes, packing group, if applicable, marine pollutant status).
SECTION XV Regulatory Information
Safety, health and environmental regulations specific for the product in question
SECTION XVI Other Information including information on preparation and revision of the SDS Regulatory Information
. Details of updates to the SDS are included in this section.

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SDS INVENTORY INDEX

Common Name	SDS ID#	Date of Issue	Manufacturer