



## Health & Safety Training and Information Service

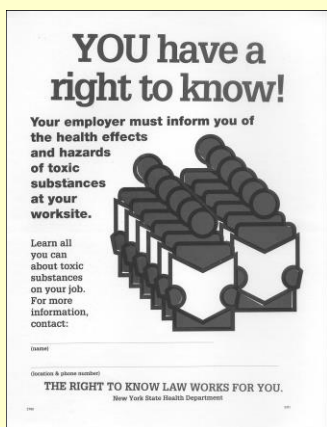
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**BOCES**

# Hazard Communication Standard & NYS Right-To-Know Laws

## Right-To-Know Laws

The Right-To-Know Laws were created to guarantee employee access to information and training about hazardous substances that they may be exposed to in the workplace and how to protect themselves from these hazards. Employers also benefit from these laws because providing proper job training and information about chemical use reduces job-related health risks and injuries.

Employers are responsible for maintaining and periodically updating a written Hazard Communication Plan and conducting an inventory of hazardous chemicals used in the workplace. The use of Sub-Part Z Chemicals (substances that have been determined by the federal government to be particularly hazardous) must be documented. In New York State, employee training is required to be conducted on an annual basis and whenever a new substance is introduced into the work environment.



### Right-To-Know Laws:

**New York State Labor Law Section 28**

**New York State Public Health Law Section 48**

**12 NYCRR Part 820**

**OSHA Hazard Communication Standard**

**29 CFR 1910.1200**

## Requesting Information

An employee should submit a written request to the designated contact person for information about any workplace chemical of concern. The name and telephone number of the contact person should be posted in every school building.

## Employer Response

The law requires the employer to provide the employee with current written information about any chemical used in the workplace that is of concern to the employee. The employer must make this information **readily available** to the employee. If the employer is unable to provide information the employee may refuse to work with the substance until the information is provided. **However, the employee may not refuse to work.** Information about the chemical is usually provided in the form of a safety data sheet (SDS).

## What is a SDS?

Manufacturers of chemicals are required to evaluate their products and prepare Safety Data Sheets (SDSs) and Labels, with hazard warnings, for products determined to be hazardous. A SDS contains the following 16 sections:

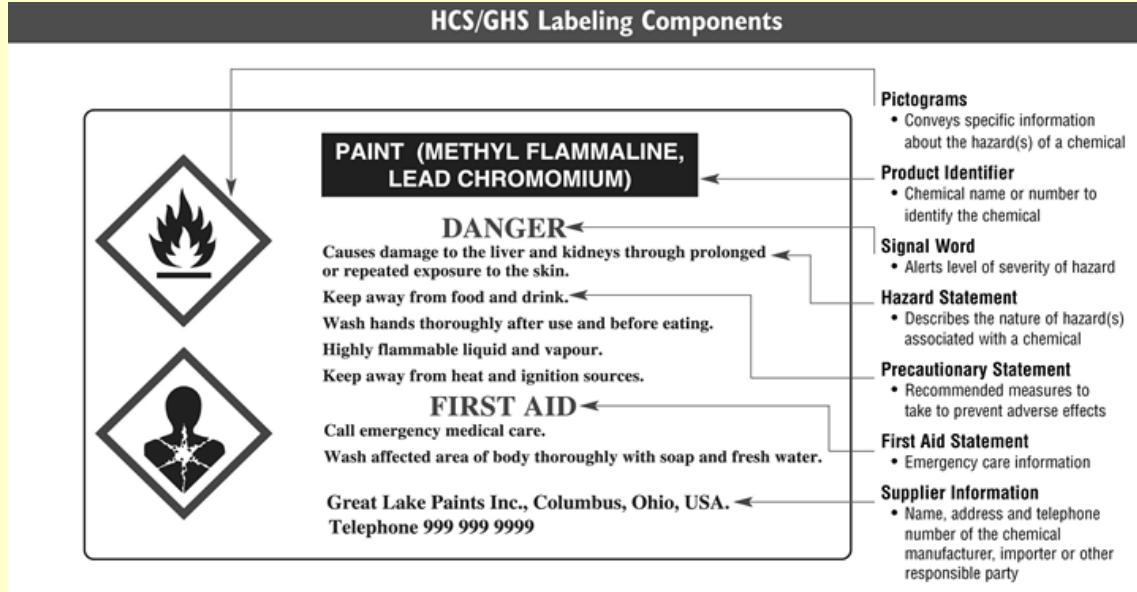
### Safety Data Sheet

- |   |                                     |
|---|-------------------------------------|
| 1. Identification of Preparation and the Supplier | 9. Physical and Chemical Properties |
| 2. Composition                                    | 10. Stability & Reactivity          |
| 3. Hazards Identification                         | 11. Toxicological Information       |
| 4. First Aid Measures                             | 12. Ecological Information          |
| 5. Fire Fighting Measures                         | 13. Disposal Considerations         |
| 6. Accidental Release Measures                    | 14. Transport Information           |
| 7. Handling & Storage                             | 15. Regulatory Information          |
| 8. Exposure Controls/Personal Protection          | 16. Other Relevant Information      |

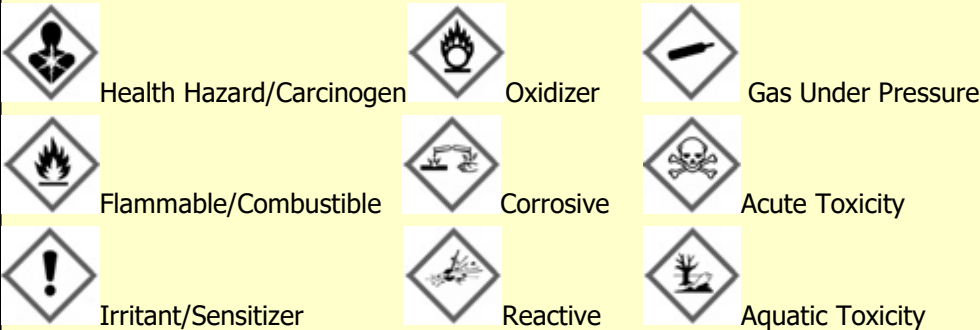
# What Do School Employees Need to Know?

## Labeling

Chemical manufacturers and importers must provide a label that includes a signal word, pictogram, hazard statement, product identifier, supplier identification, and precautionary statement for each hazard class and category.



## Categorizing Chemicals



## Routes of Exposure

**SKIN:**



**EYES:**



**INGESTION:**



**INHALATION:**



If we can be of any assistance, please feel free to contact the **Nassau BOCES Health & Safety Training and Information Service** at:



**Phone: 516-396-2387**

**Fax: 516-997-0446**

**E-mail: [pladuca@nasboces.org](mailto:pladuca@nasboces.org)**

## Employee Information Contacts

**New York State Department of Labor  
 Division of Safety & Health Bureau  
 Public Employee Safety & Health  
 516-228-3970**

**New York State Department of Law  
 Environmental Protection Board  
 212-341-2706**

