

Hazard Communication Standards (HCS aka: HAZCOM) and the Globally Harmonized System (GHS)

Revised April 2024

Purpose

The Hazard Communication Standards (HCS) and Globally Harmonized System (GHS) Program is intended to provide direction throughout the District to ensure our workgroups are equipped with the necessary information and tools to comply with HCS and GHS programs as required by [WAC 296-901 Globally Harmonized System for Hazard Communication](#) .

Applicability

An HCS/GHS Program is intended to provide employees with the information needed to work safely with any potentially hazardous chemical used while in the course of employment.

Responsibilities

District Responsibilities

- Ensure information and training is available to all employees as it applies to hazardous chemicals they may be exposed to during the course of employment.
- Providing accessibility to Safety Data Sheets (SDSs)
- Provide appropriate personal protective equipment (PPE) for use with the hazardous chemical or material.

Managers must ensure the following:

- Employees have completed all required training sessions for working with potentially hazardous chemicals.
 - *Hazard Communication (HAZCOM GHS)
 - *Hazardous Communication Overview (HAZCOM GHS)
- Current SDSs have been reviewed and approved by Environmental Affairs and Safety prior to use and employees know how/where to access SDS for all hazardous chemicals used in the course of employment.
- Employees have all required PPE and are using it properly.

**Trainings can be assigned to an employee's learning plan through Learning Central.*

Employee Responsibilities

- Complete all required training sessions for working with potentially hazardous chemicals.

- Review SDSs prior to using a potentially hazardous chemical(s).
- Use the smallest amount of chemical for the job.
- Only use District approved chemicals.
- Properly use all PPE
- Ensure chemicals are properly labeled and labels are legible.
- Dispose of all chemicals properly

Labeling or Relabeling of Containers

Manufacturers and distributors are required to label hazardous substances. Labels provide important hazard information and should not be removed or defaced.

Should a chemical need to be transferred from the primary container to a secondary container (for use, dilution, mixing, etc.) it must be done in accordance with [WAC 296-901-14012 Labels and other forms of warning](#). Secondary labels must list the product name as it appears on the SDS, along with applicable hazard warning information (e.g. flammable, poison, corrosive).

Spills & Hazardous Material Response

Oil spills, emergency response and cleanup are a part of the District's ongoing operational responsibility. All spills should be reported first to ECC initiating the [Spill Response Procedure](#). Environmental Affairs provides support to the cleanup and State & Federal reporting requirements.

Should any District employee discover hazmat dumping a [Hazardous Material Response Procedure](#) has been established. Environmental Affairs works with Real Estate, Distribution Services, the County, and the State when these incidents occur in an effort to minimize the resulting liabilities.

Training/Resources

The SDS library is available through Team PUD at [SDS Online Database](#). It is helpful to have the manufacturers label in hand to ensure you are accessing the correct SDS.

In addition to the required trainings Learning Central offers additional trainings related to chemicals and hazardous materials.

[WAC 296-800-110 Employer responsibilities: Safe workplace-Summary](#)

[WAC 296-800-180 Safety data sheets \(SDSs\) as exposure records](#)