

# Safety Policy Manual

Policy No. 121

Policy: Hazard Communication Prog007 Tw 67591.H (:)]TJ 0 Tc 0 0 5261 0 Td ( )Tj -0.002 Tc 0.002 9 15.96 -09 1





## 4.0 Exemptions

The following materials are exempted from the Program.

- articles defined as manufactured items that have a specific shape and function, and under normal conditions of use, do not release minute or trace amounts of a hazardous chemical and do not pose a physical hazard or health risk to employees (e.g., thermometers, sphygmomanometer, glassware)
- consumer products and hazardous substances, as defined in the Consumer Product Safety Act and Federal Hazardous Substances Act respectively, where they are used in the workplace for the purpose intended by the manufacturer or importer of the product, and the use results in a duration and frequency not to exceed the following:
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- All new employees shall be provided with general information and training during Human Resources New Beginnings. Supervisors shall supplement this with training specific to an employee's work assignments.
- Upon request, EH&S may provide department-specific training. The department head or designee shall make personnel available for this training.

9.3 Department heads, or their designees shall ensure that all training is documented.

10.0 Non-routine tasks

10.1 Department heads, or their designees shall ensure employees receive supplemental training before assigning them routine tasks involving hazardous chemicals/products

10.2 Additional training shall be provided and documented each time a non-task is assigned.

10.3 Upon request, EH&S may assist with this training.

11.0 Requirements for vendors who work at NYULH

11.1 Department heads, or their designees shall notify who work at NYULH of potential hazards present in the work area and provide them with access to SDSs for hazardous chemicals/products within the work area. Department head or their designees shall document all notification given to vendors and copies of such documentation to EH&S upon request.

11.2 The department head or their designee shall confirm that the vendor has a program consistent with the Program.

11.3 Prior to bringing hazardous chemicals/products on site, vendors shall provide the NYU LH department head or designee with copies of SDSs for all hazardous chemicals/products they will store or use at NYULH. Upon request, copies of SDSs shall be forwarded to EH&S designee.

Vendors shall inform their NYULH contact of all necessary precautionary measures that will be implemented while working with hazardous chemicals/products at NYULH.

12.0 Recordkeeping

Department heads, or their designees shall maintain:



- records associated with the Program (e.g. chemical inventories, communications with vendor) for a minimum of three years
- training records for the duration of an individual's employment.

13.0 Program evaluation

EH&S shall review the program at least once every three years or update as necessary. Updates of the program will be based upon but not limited to:

- audit findings
- changes to the Hazard Communication Standard
- changes in operating requirements

Issue date	3/2021
Replaces	12/2019
Reviewed by	Z. Abatzis, Environmental Health and Safety M. Barrett-Cheetham, Environmental Health and Safety N. Ejaz, NYU Langone Hospital Brooklyn Safety Officer



	6.0-8.0	Minor updates and clarification of processes inventory, Labeling and SDS sections
	Reviewed by	Adds review by NYU Winthrop Hospital
August 2017	Throughout	Updates logo and organizational references
February 2017	Application	Changes NYULMC to NYU Langone
	1.0	Defines NYU Langone
	8.0	Updates requirements for readily available Safety Data S
	Reviewed by	Adds review by Lutheran Safety Officer, and HJD, Luth Lutheran Family Health Centers EOC Committees
	Summary of Revisions	Adds Summary of Revisions



**SAFETY DATA SHEET (SDS) SECTIONS**

No.	Section Name	Information included
1	Identifications	Product identifier, manufacturer/distributor information, emergency number
2	Hazard(s) identification	Class/category, signal word, HNOOC, mixture comment
3	Composition/ingredients	Common chemical name, CAS, ingredient %
4	Firstaid measure	Necessary measures (see 4.1 (c) > 5.0 (c) (i) (h)-4.6 (on) 10.8

## SAMPLE LABEL

### WITH 6 REQUIRED LABEL ELEMENTS

