

SOMERVELL COUNTY HAZARD COMMUNICATION PROGRAM



AUGUST 2011

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1.00 HAZARD COMMUNICATION POLICY STATEMENT	August, 2011
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Somervell County is committed to the prevention of exposures that result in injury and/or illness; and to comply with all applicable state health and safety rules. To make sure that all affected employees know about information concerning the dangers of hazardous chemicals used by Somervell County, the following hazardous information program has been established. This written program will be available in the main office of the Road Barn, Golf Course Maintenance, the Exposition Center, and the Law Enforcement Center for review by any interested employee.

Department heads are responsible for container labeling procedures, reviewing, and updating. The labeling system used at each of these facilities is as follows:

- Product Name
- Hazard Warnings

The procedures for proper labeling of all containers, and reviewing and updating label warnings are as follows:

No container will be released for use unless it has a complete label. Department heads will ensure that secondary containers have complete labels. Either a copy of the original manufacturer's label will be made and placed on the secondary container, or the minimal information bulleted above will be placed on the container in permanent ink.

The Safety Officer will be responsible for a semi-annual review and update of container labeling. Additionally, the department head will be responsible for monthly review and update of container labeling.

It is the policy of Somervell County that no container will be released for use until the above procedures are followed.

Each department head is responsible to establish and monitor the employer's MSDS program. This person will make sure procedures are developed to obtain the necessary MSDSs and will review incoming MSDSs for new or significant health and safety information. This person will see that any new information is passed on to affected employees.

The procedures to obtain MSDSs and review incoming MSDSs for new or significant health and safety information are as follows:

During the Somervell County annual bid process, items purchased in quantities of 55 gallons or more and 500 lbs or more will be identified by the Safety Officer and each respective department head. Upon annual award of bid on applicable products, the Safety Officer will request required MSDS sheets and distribute them to each department head as required for their MSDS program. Each department head will be responsible for identifying any new information on MSDS sheets. New MSDS information will be provided to employees at the next departmental safety meeting.

Copies of respective MSDS sheets for hazardous chemicals in use will be kept in the main office of the Road Barn, Golf Course Maintenance, the Exposition Center, and the Law Enforcement Center.

MSDS sheets will be available to all employees during each work shift. If an MSDS is not available or a new chemical in use does not have an MSDS, immediately contact your department head.

Each department head is responsible for the employer/employee training program.

The procedures for how employees will be informed and trained are as follows:

Each department head is responsible for the Hazard Communication Program. He/she will ensure that all program elements specified below are carried out.

Prior to starting work, each new employee of the Road Barn, Golf Course Maintenance, the Exposition Center, and the Law Enforcement Center will be provided with a health and safety orientation that includes the following information and training:

- An overview of the requirements contained in the Hazard Communication Standard.
- Hazardous chemicals present at his or her work places.
- Physical and health risks of the hazardous chemical.
- The symptoms of overexposure.
- How to determine the presence or release of hazardous chemicals in his or her work area.
- How to reduce or prevent exposure to hazardous chemicals through use of control procedures, work practices, and personal protective equipment.
- Steps the employer has taken to reduce or prevent exposure to hazardous chemicals.
- Procedures to follow if employees are overexposed to hazardous chemicals.
- How to read labels and review MSDSs to obtain hazard information.
- Location of the MSDS file and written hazard communication program.

New employees will be trained on all hazardous chemicals on site in their department, whether they may or may not be required to handle, use or be in proximity to the hazardous chemical. Before introducing a new chemical hazard into any department, each employee in that department will be given information and training as outlined above for the new chemical.

Somervell County does not participate in hazardous non-routine tasks.

It is the responsibility of Somervell County to provide employers of any other employees at the work site with the following information:

- Copies of MSDSs (or make them available at a central location) for any hazardous chemicals that the other employer(s)' employee may be exposed to while working.
- Inform other employers of any precautionary measures that need to be taken to protect employees during normal operating conditions or in foreseeable emergencies.
- Provide other employers with an explanation of the labeling system that is used at the work site.

It is also the responsibility of Somervell County to identify and obtain MSDSs for the chemicals the contractor is bringing into the work place.

The following is a list of all known hazardous chemicals used by our employees. Further information on each chemical may be obtained by reviewing MSDSs located at the specified location.

MSDS identity:

Chemical Name	Manufacturer	Location Used
Gasoline	Valero Marketing & Supply Company and Affiliates	Exposition Center Golf Course Maintenance Law Enforcement Center Fire Hall Road Barn
Diesel	Valero Marketing & Supply Company and Affiliates	Exposition Center Golf Course Maintenance Road Barn
AC-10	Southern	Road Barn
AC-20-5TR	Southern	Road Barn
AEP (PRIME)	P2	Road Barn
Asphalt Emulsion Sealer (TRMSS)	Wright Asphalt Products Company	Road Barn
Bitumen (AC10-2TR)	Wright Asphalt Products Company	Road Barn
Bitumen (AC-15-P)	Wright Asphalt Products Company	Road Barn
Bitumen (AC-20XP)	Wright Asphalt Products Company	Road Barn
Delo 400 Multigrade SAE 15W-40	Chevron Products Company	Road Barn
Delo 400 LE SAE 10W-30	Chevron Products Company	Road Barn
Delo Extended Life Coolant/Antifreeze	Chevron Products Company	Road Barn
GRRR	Certified Labs	Pro Shop
Hot Mix – Cold Lay Asphalt	Vulcan Construction Materials, L.P.	Road Barn
MC30	Martin	Road Barn
Petroleum-based lubricating oil	TOTAL Lubricants USA, Inc.	Road Barn
Supreme Motor Oil (10w30 & 5w20)	Chevron Products Company	Road Barn

Sulfate of Potash Magnesia	Mosaic	Golf Course Maintenance
13-0-44	Total Gro	Golf Course Maintenance
21-0-0	American Plant Food	Golf Course Maintenance
46-0-0 Sprayable	Potash Corp.	Golf Course Maintenance
6-0-13 + Fe +micros	Mallinckrodt Baker, Inc.	Golf Course Maintenance
Amonium Sulfate	Mallinckrodt Baker, Inc.	Golf Course Maintenance
Bulk Iron N	Helena	Golf Course Maintenance
Calcium Sulfate Dihydrate	Harrison Gypsum, LLC	Golf Course Maintenance
Diabasic Amonium Phosphate	Mosaic	Golf Course Maintenance
F227 GC Granular Fertilizer Micronutrient	Frit Industries	Golf Course Maintenance
F-683 G Granular Fertilizer Micronutrient	Frit Industries	Golf Course Maintenance
Kelly's Gypsum	MK Minerals	Golf Course Maintenance
Princep Liquid	Sengenta	Golf Course Maintenance
Respond 3	Amega Sciences	Golf Course Maintenance
Spectacle	Bayer	Golf Course Maintenance
Sureplay	US Silica	Golf Course Maintenance
Bolster 4-4-4	Sustane	Golf Course Maintenance
County Club 16-4-8	Lebanon	Golf Course Maintenance
Best Mini 15-5-8	Simplot	Golf Course Maintenance
Best Mini 16-8-8	Simplot	Golf Course Maintenance
15-5-10	American Plant Food	Golf Course Maintenance
14-2-14	Lesco	Golf Course Maintenance
12-24-14 Starter	Lesco	Golf Course Maintenance
28-8-18	Total Gro	Golf Course Maintenance