



**COMPTON COMMUNITY COLLEGE DISTRICT
ADMINISTRATIVE REGULATIONS**

AR 8503 Hazardous Material Communication Program

ISSUED: March 15, 2010

REVISED:

In accordance with California Occupational Safety and Health Administration, General Industry Safety Orders, Section 340 et seq., the CEO directs that the following regulations are to apply to hazardous materials in the Compton Community College District:

- I. At least one CAL/OSHA Safety Notice must be posted in each location where business is conducted in a conspicuous place where notices to employees are customarily posted.
 - A. The notice shall not be altered, defaced or covered by other material.
 - B. The notice shall inform employees that employers who use any substance listed as a hazardous substance by Cal/OSHA regulations must provide employees with information on the contents of material safety data sheets (MSDS) or equivalent information about the substance which trains employees to use the substance safely.
 - C. The notice must also state that the employer is required to make available on a timely and reasonable basis a MSDS on each hazardous substance in the workplace upon request of an employee, collective bargaining representative, or an employee's physician.
 - D. The notice must also state that employees have the right to see and copy the medical record and other records of exposure to potentially toxic materials or harmful physical agents.
- II. If the District is required to conduct tests or to engage in monitoring or measuring to determine employee exposure to hazards by specific standards it shall notify the affected employee or employees or their representative, prior to commencement of the date, time and place of the testing, monitoring or measuring of employee exposure.
 - A. The District must provide the an employee or employees, or their representatives with the opportunity to observe the testing, sampling, monitoring or measuring undertaken pursuant to such standards.
 - B. Whenever any employee has been or is being exposed to toxic materials or harmful physical agents in concentrations or at levels exceeding those prescribed by applicable standard, order, or special order, the District must promptly notify any employee so affected in writing of the fact that the employee has been exposed, and of the corrective action being taken.
- III. In accordance with the California Health and Safety Code, Chapter 6.95, the district must complete and file an annual Hazardous Materials Business Plan and such other reports as are required in the event of a hazardous materials incident.
- IV. Any employee, using a district vehicle, who is required to unload or transport Hazardous Materials must comply with the provisions of Administrative Regulation AR 8501 Transportation Safety, prior to any unloading or transporting of the Hazardous Materials.