

## Employee Right-to-know

### Introduction:

Annual training is required for employees with routine exposure to harmful chemicals, physical agents and infectious agents. Training can be done effectively in work areas.

### Safe procedures:

#### Discuss with employees:

- The chemicals used in their work area.
- Primary routes of entry: inhalation, ingestion and absorption.
- Labeling system used in the work area.
- How to use Material Safety Data Sheets (MSDS) and where they are stored.
- MSDSs provide chemical names, company information, hazardous ingredients, physical characteristics, fire and explosion data, health hazards, reactivity data, special precaution, PPE, safe handling and emergency response.
- Location of emergency eyewashes, first aid kits, etc.
- Proper storage of hazardous chemicals.
- Required Personal Protective Equipment and how to properly use and wear it.

### Chemical Hazards

- Be familiar with the chemicals you're using, read labels and MSDS.
- Use required Personal Protective Equipment.
- Know proper first aid procedures.
- Don't eat, drink or smoke while using chemicals.
- Don't mix chemicals if you're unsure how they will react.

- Clean up spills promptly.
- Dispose of chemical waste properly.
- Is the chemical flammable or combustible?

### Physical Agents:

#### Noise exposures.

- Where should hearing protection be worn?
- Discuss different kinds of hearing protection available.
- review proper use of the available hearing protection.

### Infectious agents.

- Discuss potential infectious agents including: blood and other bodily fluids.
- Universal precautions.
- Proper Personal Protective Equipment should be available and used.

### In conclusion:

To avoid injury have knowledge of the chemicals you use and the control measure to avoid harmful physical and infectious agents.

