

*Instruction:* Complete the required information below to document department-specific information. This summary, along with the campus Hazard Communication Program satisfies the Cal/OSHA requirements (8 CCR §5194).

Departments who handle, use or store hazardous chemicals in an industrial (non-laboratory) workplace are required to comply with Cal/OSHA’s Hazard Communication (HazCom) Standard. The requirements include:

- **Written HazCom Program-** UC Davis has a campus HazCom program which includes this department-specific summary page. Departments must complete this summary page to document department-specific information. Along with this summary page, departments must comply with the campus HazCom program, posted on the [Safety Services website](#).
- **Hazardous Chemical Inventory-** Chemical inventories must be maintained in the campus [Chemical Inventory System \(CIS\)](#);
- **Safety Data Sheets (SDSs)-** An SDS is required for every hazardous chemical in the workplace and must be accessible during the work shift; departments may elect to store electronic copies or maintain hard copies;
- **Labels and Other Forms of Warning-** In-house labels (sometimes called secondary (workplace) labels) must contain, at minimum, the identity of the chemical and its appropriate hazard warning;
- **Training and Information-** Supervisor must provide training and information at time of initial assignment, whenever a new hazard is introduced into the workplace, and when employees may be exposed to other employers’ workplace hazards; refresher training is required at least every three (3) years;
- **Unlabeled Pipes and Non-Routine Tasks-** Supervisor must provide detailed hazard and procedural information prior to engaging in the task;
- **Contractors and Multi-Employer Worksites-** Supervisors must inform contractors or other employers of hazardous chemicals present in the work area, precautionary measures and other information needed; contractors must notify departments of any hazardous chemicals brought into the department;
- **Emergencies-** Follow department Emergency Action Plan, IIPP and/or response actions described in SDSs; only trained personnel may clean up spills; if spill is too large to clean up or if there is imminent danger, call **911**.

**Units covered under this program:**

**Building(s)/ Room #(s):**

**Location of:**

- **Injury and Illness Prevention Program**
- **Emergency Action Plan**
- **Written HazCom Program Summary**
- **Chemical inventory (hard copy, if any)**
- **Safety Data Sheets (hard copies, if any)**
- **“Safety Data Sheets, Labels, and Hazardous Chemical Emergencies” poster**

**Department HazCom Contact:**

**Department Safety Coordinator:**

**Other Department Specific Information:**