



Training

HazCom/GHS

Training & Alignment with GHS Standards

Procter & Gamble

August 2013

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HazCom/GHS Introduction

- Hazard Communication Standards (HCS or HazCom) is designed to ensure that workers are trained and educated about the hazards of the chemicals they are exposed to in the work environment. HazCom is now aligned with the Globally Harmonized System of Classification and Labeling of Chemicals. (GHS)
- The new system is designed to expand the “Right to Know” to the “Right to Understand” in an effort to reduce accidents, injuries, illnesses and fatalities related to chemicals in the workplace.
- HazCom must be part of every employee’s initial training and an ongoing part of every employee’s continuous training.
- Training on the new product label elements and SDS formats must take place by December 1, 2013, as employees will begin to see these new formats in their workplace.
- The full transition will be ongoing and complete to the GHS by June 1, 2016. Until then, there might be a mix of old and new GHS compliant labeling and SDS/MSDS within your workplace.

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Keys To Being Safe & Effective

1. **HazCom/GHS Employee Training**
2. **Program Compliance** –
 - Use only the right products
 - Use chemicals only as directed
3. **Follow Directions** – Use the products in the way described in wall charts and training materials
 - Enhances safety for you and your customers/patrons
 - Helps deliver a clean business workplace
4. **Use Dilution/Metering Equipment** – Safely process chemicals from concentrated form to diluted form for your use in cleaning
 - Always dilute chemicals as outlined by the manufacturer.
 - Use “Closed-loop” packaging when available to minimize exposure to concentrates
 - Use dilution metering devices ensure proper dilution as directed

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Importance of Chemical Training & Having Only Proper Products Within Establishment

All cleaning chemicals used in a business, without regard to ingredients and including household cleaners purchased at retail stores, are regulated under OSHA GHS rules.

Employers would be in violation for having any hazardous chemicals in their establishment if they do not have MSDS/SDS or if all employees have not been trained on potential hazards of all chemicals including the potential mixing of chemicals.

Having chemicals at your business that are not part of a well designed program increases the risk of mixing, misuse, poor cleaning and OSHA violations.

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Importance of Chemical Training and Having Only Proper Products Within Establishment

Procter & Gamble Professional's Cleaning Programs are designed to optimize the performance. Products are designed for specific cleaning tasks with procedures, wall charts, training and SDS/MSDS.

Using only those chemicals specified as part of a comprehensive cleaning / sanitization program is the best way to ensure a clean, safe environment for employees and patrons.

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Why Did OSHA Adopt GHS?

Across the globe there are different ways to classify and label chemicals. GHS facilitates the world speaking one chemical language.

Example today: Same chemical, same toxicity could be classified differently across the globe

Country	Label
US, Canada, Korea & Japan	Toxic
Australia, EU & Malaysia	Harmful
India	Non-toxic
New Zealand	Hazardous
China	Not Dangerous
New GHS Standard	Danger (Skull & Cross Bones) 

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OSHA HazCom/GHS Implementation Dates

Action	Timing
Training for Employees using Chemicals	Employer Dec 1, 2013 - Ongoing
Manufacturer's must be converted to new labeling & SDS	Manufacturer By June 1, 2015 – Ongoing
Distributors must only ship product with GHS labeling & SDS	Distributor By Dec 1, 2015 – Ongoing
Full Compliance in Workplace. All products in the workplace must have new labeling & SDS	Employer June 1, 2016 – Ongoing

Each type of organization has different deadlines for HazCom/GHS implementation

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Location Specific HazCom Training

HazCom and GHS Requires that all employers with hazardous chemicals in their workplaces must have labels and safety data sheets for their exposed workers, and train them to handle the chemicals appropriately.

All Employers must have a written plan, list of all chemicals that are used in the facility, and must train all employees on the risks of all hazardous chemicals in the establishment.

Hazcom is Customer Specific

Including:

- Written List of Chemicals
- Potential Dangers
- Chemical Training
- MSDS/SDS Location

Replace this slide
with your Location's
HazCom Plan details

Refer to Written Plan on Site

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Key Components of GHS

1. Pictograms

- Symbols and other graphic elements that convey specific information about the hazards of a chemical. (8 mandatory and 1 non-mandatory)



2. Signal Words

- Indicates level of severity of hazard, “Danger” or “Warning”




3. Hazard and Precautionary Statements

- **Hazard Statements** - Describe the nature of the hazard
- **Precautionary Statements** - Describe recommended measures that should be taken to minimize or prevent harmful effects from exposure or improper storage or handling.



GHS Major Changes - Pictograms

Pictograms – Will be on SDS Sheets and Product Labeling

Description of Symbol	Pictogram	Hazard Class and Category
Exploding Bomb		Explosives Self-Reactives (exploding) Organic peroxides
Flame		Flammable, Self-Reactives (flammable), Pyrophorics, Self Heating, Emits Flammable Gas, Organic Peroxides
Flame Over Circle		Oxidizers

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GHS Major Changes - Pictograms

Pictograms – Will be on SDS Sheets and Product Labeling

Description of Symbol	Pictogram	Hazard Class and Category
Health Hazard		Carcinogen, Respiratory Sensitizer, Mutagenicity, Target Organ Toxicity, Reproductive Toxicity, Aspiration Toxicity
Exclamation Mark		Irritant (skin & eye), Acute Toxicity (harmful), Skin Sensitizer, Narcotic Effects, Respiratory Tract Irritant, Hazardous to Ozone Layer (Non-Mandatory)
Skull and Crossbones		Acute Toxicity (fatal or toxic)

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GHS Major Changes - Pictograms

Pictograms – Will be on SDS Sheets and Product Labeling

Description of Symbol	Pictogram	Hazard Class and Category
Gas Cylinder		Gases Under Pressure
Corrosion		Skin Corrosion/Burns Eye Damage Corrosive to Metals
Environment (Non-Mandatory)		Aquatic Toxicity

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GHS Major Changes – Signal Words

Signal Words

Will be on SDS Sheets and Product Labeling

Indicates severity level of the hazard

1. “**Danger**” - used for severe hazards
2. “**Warning**” - used for less severe hazards

“Caution” is no longer an option.

For chemicals with multiple hazards, only the most severe signal word will appear on the label or SDS

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GHS Major Changes - Hazard Statements

Hazard and Precautionary Statements

- Will be on SDS Sheets and Product Labeling

Hazard Statements - Describes the nature of the hazard and, where appropriate, the degree of the hazard.

- The statement can include information on the hazards of exposure, such as being fatal or toxic, or causing organ damage, and routes of exposure.
- **For example,** *“Highly flammable liquid and vapor.”*
“May cause liver and kidney damage.”

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GHS Major Changes - Precautionary Statements

Precautionary Statements - Describes recommended measures that should be taken to minimize or prevent harmful effects from exposure or improper storage or handling.

There are four types:

- **Prevention.** For example, “Wash thoroughly after handling.”
- **Response.** For example, “If exposed call Poison Center.”
- **Storage.** For example, “Keep container tightly closed.”
- **Disposal.** For example, “Dispose of in accordance with local, regional, national, and international regulations as specified.”

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GHS Compliant Labels

Manufacturer Info

Product Info

Pictograms*

Signal Word*

Precautionary Statement*

Hazard Statement*

* Must be on one of the label panels (Front, Side or Back) and Pictogram, Signal Word, Precautionary Statement and Hazard Statement must be positioned together.



Manufacturers must be fully converted by 6/1/2015. Some products will convert sooner.

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Material Safety Data Sheets will become Safety Data Sheets

SDS Components

- 16 Section Format
- Pictograms
- Signal Word
- Hazard Statement
- Precautionary Statement

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SAFETY DATA SHEET

1. Product and Company Identification
Material name: PGP Canal Cleaner with Bleach - concentrate
Product Code: 1E154190
Version #: 01
Manufacturer: P&G
Address: 2 P&G Plaza
Cincinnati, OH 45202
US
P&G Telephone Number: 1-800-325-7787
Emergency 24hr Telephone #: CHEMTREC 1-800-424-9383

2. Hazards Identification
Potential health effects
Hazard Classification: Category 2B Eye Irritant and Category 1 Corrosive to Metals.
Hazard Statements: WARNING: CAUSES EYE IRRITATION. MAY BE CORROSIVE TO METALS. Wash hands thoroughly after handling. If in eyes: Rinse cautiously with water for several minutes. Remove contact lenses, if present and easy to do. Continue rinsing. If eye irritation persists: Get medical attention. Keep only in original container or corrosion resistant container. Absorb spillage to prevent material damage. For sensitive skin or prolonged use, wear gloves. Do not mix with other cleaning products, as irritating fumes may be released.
Hazard Pictogram:

3. Composition / Information on Ingredients

Component	CAS #	Persent
SODIUM HYPOCHLORITE	7801-82-9	1-5
SODIUM LAURYL SULFATE	151-25-3	1-5
SODIUM HYDROXIDE	1310-73-2	0.5-1.5

4. First Aid Measures
First aid procedures
Eye contact: After initial flushing, remove any contact lenses and continue flushing for at least 15 minutes. Get medical attention if irritation develops and persists.
Skin contact: Rinse with water if prolonged contact occurs. Get medical attention if irritation develops and persists.
Inhalation: Move to fresh air. Get medical attention if any discomfort continues.
Ingestion: Drink a few glasses of water or milk. Do NOT induce vomiting. Get medical attention.

5. Fire Fighting Measures
Environmental precautions: Prevent further leakage or spillage if safe to do so.

Material name: PGP Canal Cleaner with Bleach - concentrate
MSDS No. 1E154190 - Version #: 01 - Issue date: 03-14-2012

Manufacturers must be fully converted by 6/1/2015. Some products will convert sooner.

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MSDSs Becoming SDSs

- Material Safety Data Sheets (MSDSs) will now be called **Safety Data Sheets (SDSs)**

Key Changes to SDS

- **Name:**
Safety Data Sheet

- **Section 2:**
Pictograms, Signal Words, Hazard and Precautionary Statements

P&G Professional[™] MATERIAL SAFETY DATA SHEET

1. Product and Company Identification
Material name: P&G Crestal Cleaner with Bleach - concentrate
Product Code: 01101010
Version #: 01
Manufacturer: P&G Professional
Address: 2 P&G Plaza, Cincinnati, Ohio 45202, USA
P&G Telephone Number: 1-800-852-7747
Emergency 24hr Telephone #: CHEMTREC 1-800-424-9393

2. Hazardous Identification
Product health effects:
Routes of exposure: Irritation: Skin contact. Eye contact.
Eyes: Health hazards are not known or suspected under normal use. Accidental exposure will cause a moderate but reversible irritation.
Skin: Health hazards are not known or suspected under normal use. May cause moderate irritation. Prolonged or repeated contact may be drying to skin.
Inhalation: Health hazards are not known or suspected under normal use. Irritation to mucous membranes.
Ingestion: Health hazards are not known or suspected under normal use. Ingestion may cause gastrointestinal irritation, nausea, vomiting and diarrhea.
Physical/environmental effects: Considering the limited amount applied during use and the size of the container, the risk of adverse effects is considered minimal.

3. Composition / Information on Ingredients

Component	CAS #	Percent
SODIUM HYPOCHLORITE	7681-82-9	1-5
SODIUM LAURYL SULFATE	151-21-5	1-5
SODIUM HYDROXIDE	1310-73-2	0.5-1.5

4. First Aid Measures
Eye contact: After initial flushing, remove any contact lenses and continue flushing for at least 15 minutes. Get medical attention if irritation develops and persists.
Skin contact: Rinse with water if prolonged contact occurs. Get medical attention if irritation develops and persists.
Inhalation: Move to fresh air. Get medical attention if any discomfort continues.
Ingestion: Drink a few glasses of water or milk. Do NOT induce vomiting. Get medical attention.

5. Fire Fighting Measures
Environmental precautions: Prevent further leakage or spillage if safe to do so.

Current MSDS

P&G Professional[™] SAFETY DATA SHEET

1. Product and Company Identification
Material name: P&G Crestal Cleaner with Bleach - concentrate
Product Code: 15154130
Version #: 01
Manufacturer: P&G Professional
Address: 2 P&G Plaza, Cincinnati, Ohio 45202, USA
P&G Telephone Number: 1-800-852-7747
Emergency 24hr Telephone #: CHEMTREC 1-800-424-9393

2. Hazard Identification
Product health effects:
Hazard Classification: Category 2B Eye Irritant and Category 1 Corrosive to Metals.
Hazard Statements: WARNING: CAUSES EYE IRRITATION. MAY BE CORROSIVE TO METALS. Wash hands thoroughly after handling. If in eyes: Rinse cautiously with water for several minutes. Remove contact lenses, if present and easy to do. Continue rinsing. If eye irritation persists: Get medical attention. Keep only in original container or corrosion resistant container. Avoid spillage to prevent material damage. For sensitive skin or prolonged use, wear gloves. Do not mix with other cleaning products, as irritating fumes may be released.

3. Composition / Information on Ingredients

Component	CAS #	Percent
SODIUM HYPOCHLORITE	7681-82-9	1-5
SODIUM LAURYL SULFATE	151-21-5	1-5
SODIUM HYDROXIDE	1310-73-2	0.5-1.5

4. First Aid Measures
Eye contact: After initial flushing, remove any contact lenses and continue flushing for at least 15 minutes. Get medical attention. Irritation develops and persists.
Skin contact: Rinse with water if prolonged contact occurs. Get medical attention if irritation develops and persists.
Inhalation: Move to fresh air. Get medical attention if any discomfort continues.
Ingestion: Drink a few glasses of water or milk. Do NOT induce vomiting. Get medical attention.

5. Fire Fighting Measures
Environmental precautions: Prevent further leakage or spillage if safe to do so.

New GHS SDS

Manufacturers must be fully converted by 6/1/2015. Some products will convert sooner.

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Safety Data Sheets – Concentrated vs Diluted

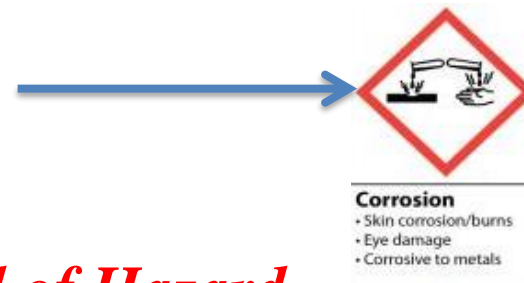
Concentrates and Diluted Solutions

- If you use concentrated products, P&G currently provides 2 MSDSs for these in many cases. Concentrated and Diluted

Concentrated

8. Exposure Controls / Personal Protection

Engineering controls	Provide adequate ventilation. Provide easy access to water supply and eye wash facilities.
Personal protective equipment	
Eye / face protection	Wear safety glasses; chemical goggles (if splashing is possible).
Skin protection	Wear suitable protective clothing and gloves.
Respiratory protection	No protection is ordinarily required under normal conditions of use and with adequate ventilation.
General hygiene considerations	Handle in accordance with good industrial hygiene and safety practice.



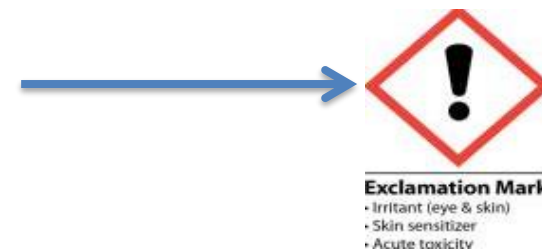
Dilution Often Reduces the Level of Hazard

Safety Hazards can sometimes be significantly different between concentrated and diluted/usage solutions. This can change level of Hazard as well as the Personal Protective Equipment (PPE) required.

Diluted

8. Exposure Controls / Personal Protection

Personal protective equipment	
Eye / face protection	Not normally needed.
Skin protection	Not normally needed. If irritation occurs, wear suitable protective gloves.
Respiratory protection	Not normally needed.
General hygiene considerations	Handle in accordance with good industrial hygiene and safety practice.



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Safety Data Sheets – Section 8

Section 8 (Exposure Controls/Personal Protection)

- One of most important sections for employees
- Contains information on:
 - Ways to protect yourself including personal protective equipment
 - Engineering controls such as ventilation
- Information is supplemental to labels
 - Precautionary statements
 - Hazard statement



8. Exposure Controls / Personal Protection

Engineering controls

Provide adequate ventilation. Provide easy access to water supply and eye wash facilities.

Personal protective equipment

Eye / face protection

Wear safety glasses; chemical goggles (if splashing is possible).

Skin protection

Wear suitable protective clothing and gloves.

Respiratory protection

No protection is ordinarily required under normal conditions of use and with adequate ventilation.

General hygiene considerations

Handle in accordance with good industrial hygiene and safety practice.

Manufacturers must be fully converted by 6/1/2015. Some products will convert sooner.

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GHS Major Changes - Reversal of HMIS (Hazard Material Identification System) Classification System

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Current HMIS Classification		Chemical Name	Under GHS System		
Least	0	HEALTH	0	Least	4
	1	FLAMMABILITY	0		3
	2	PHYSICAL HAZARD	0		2
	3		0		1
Most	4	PERSONAL PROTECTION	0	Most	0

This “reversal” has the opportunity to be the most confusing to users initially and during the transition period.

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HazCom/GHS Summary

HazCom

- Hazard Communication Standards or HazCom is designed to ensure that workers are trained and educated about the hazards of the chemicals they are exposed to in the work environment.

GHS

- New & Improved Hazard Communication Elements
- Implementing now until Dec 1, 2015, when all manufacturers and distributors are in full compliance.

Purpose

- To provide a standardized global platform to inform employees using chemicals in the workplace of hazards and ways to reduce those hazards.

Key Design Elements / Changes

- 8 Pictograms + 1 Optional Pictogram
- 2 Signal words (“Danger” or “Warning”)
- Hazard and Precautionary Statements on new Labels and Safety Data Sheets
- HMIS Classification

Key Changes Impact

- Product Labels
- Product SDS

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What Employers Need to Know

Employers:

1. Every employer may be required to provide documentation to OSHA that each employee had been trained on the new HazCom/GHS Standard requirements by December 1, 2013.
2. GHS should be included as part of the initial HazCom training for new employees and ongoing HazCom Training for existing employees.
3. The employer's HazCom plan should be fully compliant to the new standard by June 1, 2016.
4. Employers should keep documentation that employees have been trained on file in the event it is needed.
5. Employers should not allow chemicals into the work environment that are not supported as part of the selected chemical program and training provided to employees.

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What Employees Need to Know

Employees:

1. Employees should have a working understanding of the potential hazards associated with the chemicals in their workplace.
2. Employees should be aware of the Pictograms, Signal Words, Hazard and Precautionary Statements, and the HMIS changes that they will begin to see of packaging and SDS sheets in the months ahead.
3. Employees should continue to make themselves familiar with the new components of the GHS labeling.
4. Employees should not bring chemicals into the work environment that are not supported as part of the selected chemical program and training provided to employees.

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