

CHEMICAL HAZARDS

Regional School Unit 26 shall comply with all applicable Maine and federal laws and regulations concerning chemical hazards through the adoption and implementation of this policy and accompanying procedures. The superintendent is responsible for developing and implementing a hazard communication program, training programs and any other procedures necessary to ensure that Riverside RSU 26 is in compliance with this policy and applicable federal and state laws and regulations.

Material Safety Data Sheets (MSDS)

- A. Regional School Unit 26 will maintain MSDS for all hazardous chemicals utilized in the Orono Schools. Copies of the MSDS will be available for inspection during regular business hours in each building where the chemical are used.
- B. MSDA will be reviewed and updated on an annual basis by the Director of Maintenance.
- C. MSDS for new products put into use in the Orono Schools will be reviewed and employees who may be exposed to the product shall receive appropriate training as necessary.

Laboratory Chemical Management Policy

Regional School Unit 26 is committed to minimizing hazardous chemical use and waste and to providing a healthy and safe environment for its students, faculty and staff. In order to achieve these goals, the school believes that proper chemical management and training are essential to make students and employees aware of the potential hazards related to chemical use.

Regional School Unit 26 will restrict the purchase of hazardous chemicals, and purchasing procedures will be followed by all faculty and staff to minimize large quantities of chemicals and/or extremely hazardous chemicals from entering the schools. No chemicals may be purchased in quantities larger than a two-year supply.

Regional School Unit 26 will make every effort to minimize hazardous chemical use and waste generation in the classroom. Where feasible, Regional School Unit 26 will minimize chemical waste via micro-scale chemistry, green chemistry, demonstration labs, video instruction or other forms of non-hazardous or less-hazardous curricula.

Regional School Unit 26 pledges to discontinue the purchase of mercury and mercury compounds and will phase out mercury from the schools' premises, where feasible, by 2014.

Regional School Unit 26 will follow proper chemical waste management and disposal procedures according to the Maine Department of Environmental Protection's Hazardous Waste Management Rules.

Product Labeling and Disposal

All regulated chemicals and products shall be labeled as required by law/regulations. Containers that are not properly labeled shall not be allowed in Orono Schools.

Employee Training and Information Program

Employees are responsible for understanding and following this policy and the accompanying procedures. Employees are required to participate in training programs and to conduct their work activities in such a manner as to minimize chemical waste generation. To that end, the following information and training program has been established for employees:

- A. All employees who may be exposed to hazardous chemicals shall be given a list of hazardous chemicals utilized at the Orono Schools and a copy of this policy.
- B. All employees whose work involves hazardous chemicals are required to attend a training program before commencing work. Training will also be provided whenever a new chemical the employees have not been trained on is introduced into their work area. Employee attendance at each required training program must be documented.
- C. Regional School Unit 26's training program shall be conducted in compliance with applicable laws/regulations and include the following elements as a minimum:
 - a. An explanation of applicable laws and/or regulations;
 - b. Identification of work/storage areas where hazardous chemicals are present;
 - c. Description of methods for detecting the presence or release of hazardous chemicals in work/storage areas;
 - d. Explanation of potential health problems associated with hazardous chemicals in the workplace;
 - e. Explanation of how to read a MSDS, product labels and other documents related to hazardous chemicals and where in the facility the MSDS may be found;
 - f. Explanation of methods to protect employees from hazardous chemicals, including the purpose, proper use and limitations of personal protective equipment; and
 - g. Explanation of emergency procedures.

Legal Reference: Chapter 161, Maine Department of Education Rules 20-A M.R.S.A. §15613
26 M.R.S.A. §561 et seq.

Adopted: 9-3-13