

**RULES
OF
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SAFETY ENGINEERING**

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Authority O.C.G.A. Sec. 34-8-70.

300-3-1-.02 Repealed.

Authority O.C.G.A. Sec. 34-8-70.

300-3-1-.03 Repealed.

Authority O.C.G.A. Sec. 34-8-70.

300-3-1-.04 Repealed.

Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

300-3-2-.02 Repealed.

Authority O.C.G.A. Sec. 34-8-70.

300-3-2-.03 Repealed.

Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

300-3-3-.03 Repealed.

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300-3-3-.04 Repealed.

Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

300-3-3-.06 Repealed.

Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

300-3-5-.02 Repealed.

Authority O.C.G.A. Sec. 34-8-70.

300-3-5-.03 Repealed.

Authority O.C.G.A. Sec. 34-8-70.

300-3-5-.04 Repealed.

Authority O.C.G.A. Sec. 34-8-70.

300-3-5-.05 Repealed.

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Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

300-3-6-.05 Repealed.

Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

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300-3-6-.21 Repealed.

Authority O.C.G.A. Sec. 34-8-70.

300-3-6-.22 Repealed.

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Authority O.C.G.A. Sec. 34-8-70.

300-3-7-.02 Repealed.

Authority O.C.G.A. Sec. 34-8-70.

300-3-7-.03 Repealed.

Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

300-3-8-.05 Repealed.

Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

300-3-12-.02 Repealed.
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Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

300-3-13-.09 Repealed.

Authority O.C.G.A. Sec. 34-8-70.

300-3-13-.10 Repealed.

Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

300-3-14-.02 Repealed.

Authority O.C.G.A. Sec. 34-8-70.

300-3-14-.03 Repealed.

Authority O.C.G.A. Sec. 34-8-70.

300-3-14-.04 Repealed.

Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

300-3-15-.02 Repealed.

Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

300-3-16-.02 Repealed.
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300-3-16-.03 Repealed.
Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

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300-3-18-.01 Repealed.
Authority O.C.G.A. Sec. 34-8-70.

300-3-18-.02 Repealed.
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Authority O.C.G.A. Sec. 34-8-70.

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Authority O.C.G.A. Sec. 34-8-70.

300-3-18-.10 Repealed.

Authority O.C.G.A. Sec. 34-8-70.

300-3-18-.11 Repealed.

Authority O.C.G.A. Sec. 34-8-70.

300-3-18-.12 Repealed.

Authority O.C.G.A. Sec. 34-8-70.

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**CHAPTER 300-3-19
PUBLIC EMPLOYEE HAZARDOUS CHEMICAL PROTECTION AND RIGHT TO
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300-3-19-.03 Training. Amended.

300-3-19-.06 Exemptions. Amended.

300-3-19-.07 Repealed.

300-3-19-.02 Administration. Amended.

(1) Department of Labor Responsibilities.

(a) The Department shall as required under the Act establish information and training standards for compliance under the Act.

(b) The purpose of these rules is to ensure that all employees who are exposed to hazardous chemicals listed in the State of Georgia Hazardous Chemical List are informed of the hazards of these chemicals and of measures to protect themselves.

(2) Public Employer Responsibilities.

(a) Each public employer covered by the Act and these regulations shall ensure that all employees within the agency are aware of the Act, these regulations, and their responsibilities by means of a written hazardous chemical communication program.

(b) Each public employer shall designate a hazardous chemicals protection communication coordinator. The hazardous chemicals protection communication coordinator will be provided with authority sufficient to carry out the duties of the position.

1. An individual in an existing position within an agency may be assigned hazardous chemicals protection communication coordinator responsibilities as an additional duty.

2. The hazardous chemicals protection communication coordinator will assume the following responsibilities:

(i) Act as a liaison between the agency and the Georgia Department of Labor on hazardous chemicals issues which may arise within his or her agency.

(ii) Determine applicability of these rules to individual workplaces and work areas within his agency using on-site inspections, review of written records including Material Safety Data Sheets, and industrial hygiene studies.

(iii) Make arrangements for and/or provide appropriate and adequate training to all employees.

(c) The hazardous chemicals protection communication coordinator will ensure that:

1. A written workplace -specific hazard communication program is developed for each workplace in the agency. This workplace-specific program will include a list of hazardous

chemicals used, stored, or manufactured in that particular workplace, and will be available to all employees in the workplace.

2. Upon their request, employees at each workplace within their agency shall have access to the most current MSDS's for those chemicals used in that workplace which are included on the Georgia Right to Know Hazardous Chemicals List.

3. Employees at each workplace are made aware of and are properly trained in the uses and hazards associated with chemicals to which they are exposed in their workplaces.

4. Employee training on and notification of the use of hazardous chemicals in the workplace are adequately documented in each employee's personnel file.

5. Employees at each workplace within the agency are provided with personal protective equipment as required in each work environment, and receive adequate training on the use and maintenance of this equipment.

Authority: O.C.G.A. § 45-22-8.

300-3-19-.03 Training. Amended

(1) Frequency of Training.

(a) Each employee shall be provided with information and training as required by the Act and these regulations at the time of initial assignment to a workplace.

(b) Each employee shall be provided with periodic re-training regarding the hazards associated with the hazardous chemicals to which the employee is exposed. Such re-training must occur at least annually.

(c) An employee shall not be exposed to a hazardous chemical until the employee has been trained in its hazards.

(2) Content of Training. Training programs shall be tailored to the specific nature of each individual workplace and the educational levels of the employees. At a minimum, the information imparted to employees must include the following:

(a) The requirements of the Act.

(b) Identification of specific work areas in the workplace where hazardous chemicals are handled and/or produced.

(c) The location and content of the public employer's written hazardous chemical protection communication program.

(d) The purpose of a Material Safety Data Sheet, including the information contained therein.

(e) The labeling system used at the workplace and how to respond to an unlabeled container delivered to or discovered in the workplace.

(f) The various control measures to be used to minimize the employees' exposure to hazardous chemicals. Where applicable, this shall include information on:

1. The proper use, care, storage, selection, and fitting of respirators, and the elements of a respirator program;

2. The use of face shields, goggles, and safety glasses;

3. The use of appropriate gloves, aprons, protective clothing, and foot coverings;

4. The use of exhaust ventilation equipment; and

5. Work practices which reduce exposure to hazardous chemicals.

(g) The right of the employee's physician to receive hazardous chemical information.

(h) Methods of detecting an employee's exposure, such as air sampling, biological monitoring, visual detection, odor identification, warning properties of the hazardous chemicals used, and other standard industrial hygiene techniques.

(i) Emergency procedures, such as spill response and first aid.

(j) Proper storage of chemicals and separation of incompatible substances.

(k) Training in hazards associated with improper mixing of chemicals located in the employee's work area and potential hazards associated with exposure to chemical reaction products.

(1) Where additional information and training can be obtained.

(3) Training Format.

(a) All training sessions must include an opportunity for employees to ask questions.

(4) Training Activities.

(a) A written log of all training activities shall be maintained at the workplace. This log shall be retained for three (3) years after training has been completed.

(5) Employee Information Poster.

(a) Location.

1. A poster describing employee rights under the Act shall be posted in all workplaces covered by the Act in a prominent manner so that it is visible to all employees on a routine basis. For those workplaces with geographically dispersed work areas, a poster shall be placed in each work area.

(b) Content.

1. The Poster shall be worded as follows: Employees of the State of Georgia

**YOU HAVE THE RIGHT TO KNOW
ABOUT THE HAZARDOUS CHEMICALS
IN YOUR WORKPLACE**

Under the "Public Employee Hazardous Chemical Protection and Right to Know Act of 1988" you must be informed of the following:

* The Requirements of the law;

* Your right to receive information regarding hazardous chemicals faced on your job;

* Your right to receive formal training and education on hazardous chemicals;

* What a Material Safety Data Sheet is, and how to use it;

* Where hazardous chemicals are used in your work area;

* Your physician's right to receive information on the chemicals to which you may be exposed.

**YOU CANNOT BE FIRED, DISCRIMINATED AGAINST, OR DISCIPLINED FOR
EXERCISING YOUR RIGHT TO KNOW**

No pay, position, seniority, or other benefits may be lost for exercising your right to know.

You may present a written request to receive a Material Safety Data Sheet for any chemical used on your job.

You have the right to refuse to work with a hazardous chemical if a Material Safety Data Sheet in your employer's possession has not been provided to you within 5 working days after your written request, unless you are required to perform essential services.

GRIEVANCE PROCEDURE

1. File a grievance through the established procedure for your agency.

2. If unresolved, or if no established grievance procedure exists, then file a grievance with:

Commissioner of Labor
Georgia Department of Labor
223 Courtland St. NE, Suite 600
Atlanta, Georgia 30303
(404) 232-7300
RE: Right to Know Act

Authority O.C.G.A. § 45-22-7, 45-22-8.

300-3-19-.06 Exemptions. Amended

- (1) Educational Institutions. Students are not required to receive the hazard communication program training as defined in 300-3-1-.03 of this chapter, unless employed by institutions either full-or part-time. The law does not cover local (city or county) school systems, or private colleges, nor does the law cover employees of these employers. (Attorney General's Opinion Letter, 9-6-89)
- (2) Municipalities and county government employees are not covered.
- (3) Laboratories.
 - (a) Laboratories are not required to develop their own labels with an appropriate hazard warning for permanent chemical containers. The label from the chemical manufacturer or supplier may be used instead. Laboratory glassware such as beakers, flasks and tubes serving as temporary containers for hazardous chemicals shall be labeled with the name of the chemical and date of filling as a minimum.
 - (b) Laboratories shall not be required to prepare Material Safety Data Sheets for compounds created as a result of an experiment, unless large quantities of the compound are to be used in subsequent experiments, or if the compound is to enter public commerce.
- (4) Publicly available cleaning and household products and supplies and latex paints used in the same manner in which a consumer would use them and on an irregular basis are not covered by these regulations. Personnel engaged in routine cleaning and painting operations are covered if the products they use contain chemicals listed on the Georgia Hazardous Chemicals List.
- (5) State inmates assigned for incarceration in county facilities are not covered.

Authority O.C.G.A. §§ 45-22-2, 45-22-3, 45-22-5, 45-22-7.

300-3-19-.07 Repealed.

Authority O.C.G.A. Sec. 34-8-70.