

 <p style="text-align: center;">KENTUCKY CORRECTIONS Policies and Procedures</p>	Policy Number	Total Pages
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KRS 196.035, 197.020 ACA Expected Practice 2-CO-3B-01 and 5-ACI-3B-05	9.22 *	3 July 14, 2020
CONTROL AND USE OF HAZARDOUS CHEMICALS		

I. DEFINITIONS

“Caustic material” means a substance capable of destroying or eating away by chemical reaction.

“Hazard category” means the division of criteria within each hazard class, e.g., oral acute toxicity and flammable liquids include four hazard categories. These categories compare hazard severity within a hazard class and should not be taken as a comparison of hazard categories more generally.

“Hazardous chemical” means any chemical, which is classified as a physical hazard or a health hazard, a simple asphyxiant, combustible dust, pyrophoric gas, or hazard not otherwise classified.

“Hazard statement” means a statement assigned to a hazard class and category that describes the nature of the hazard(s) of a chemical, including, where appropriate, the degree of hazard.

“Label” means an appropriate group of written, printed or graphic information elements concerning a hazardous chemical that is affixed to, printed on, or attached to the immediate container of a hazardous chemical, or to the outside packaging.

“National Fire Protection Association (NFPA) means an organization which publishes the Life Safety Code.

“NFPA health hazard” means a rating of the likelihood of a material to cause, either directly or indirectly, temporary or permanent injury or incapacitation due to an acute exposure contact, inhalation, or ingestion (0 - normal material, 1 - slightly hazardous; 2 - moderately hazardous; 3 - extreme danger; 4 - deadly).

“NFPA reactivity hazard” means the rating of the risk of a violent chemical reaction associated with the introduction of water, chemicals polymerizing, decomposing condensing, becoming self-reactive, or otherwise undergo a violent chemical change under

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conditions of shock, pressure, or temperature (0 - stable; 1 - unstable if heated; 2 - violent chemical change; 3 - shock and heat detonate; 4 - may detonate).

“Pictogram” means a composition that may include a symbol plus other graphic elements, such as a border, background pattern, or color, that is intended to convey specific information about the hazards of a chemical.

“Precautionary statement” means a phrase that describes recommended measures that should be taken to minimize or prevent adverse effects resulting from exposure to a hazardous chemical or improper storage or handling.

“Safety Data Sheet (SDS)” means a document required by government regulation for all hazardous chemical substances produced or sold in the United States.

“Signal word” means a word used to indicate the relative level of severity of hazard and alert the reader to a potential hazard on the label. The signal words used are "danger" and "warning." "Danger" is used for the more severe hazards, while "warning" is used for the less severe.

“Toxic material” means a substance through which chemical reaction or mixture can produce possible injury or harm to the body by entry through the skin, digestive tract, or respiratory tract. The toxicity is dependent on the quantity absorbed and the rate, method, and the site of absorption and the concentration of the chemical.

II. POLICY AND PROCEDURES

The control and use of all hazardous chemicals shall be governed by this policy and procedure.

A. Container Labeling

1. All original containers shall be clearly labeled in accordance to 29 CFR 1910.1200, hazard communication standard.
2. Secondary containers shall be labeled according to 29 CFR 1910.1200, hazard communication standard.

B. Storage

1. All hazardous chemicals shall be stored at approved storage areas.
2. All hazardous chemicals not in use shall be stored under lock and key.
3. SDS sheets shall be maintained at all storage areas for the hazardous chemicals stored in that location.

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4. Hazardous chemicals shall be stored according to the precautions and guidelines set forth by the SDS.

C. Use of Hazardous Chemicals

1. A perpetual inventory log shall be maintained on all hazardous chemicals with an NFPA health hazard rating or reactivity rating of 2 or above, or a hazard category health or reactivity rating of 3 or below.
2. A list of all hazardous chemicals on facility grounds shall be maintained.
3. Logs do not need to be maintained on diluted products with an NFPA health hazard or reactivity rating of 1 or less, or hazard category health or reactivity rating of 4 or higher.
4. Only approved containers shall be used for chemicals. All containers shall be clearly labeled or marked concerning their contents.
5. Information derived from the label's hazard statement, pictogram, precautionary statement, and signal word, shall be understood and followed by all staff before using hazardous chemicals.
6. Further guidance regarding the handling of hazardous chemicals shall be set forth in the facility's Hazard Communication Program.

D. Accountability

Inventory logs, with the exception of II.C.3. for hazardous chemicals shall be maintained within the storage area of the chemicals. The inventory log shall include the amount in stock and any amount dispensed, in order to control inventory before, during and after use.