

Hazardous Materials Policy

POLICY: Hazardous Materials

POLICY NUMBER: 440.05

APV'D DATE: 5/01/2017

EFFECTIVE DATE: 5/01/2017

REFERENCES: Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA)
USDOT 49 CFR 172.101
Code of Federal Regulations: 40 CFR 261.3 and 49 CFR 171.8.
Material Safety Data Sheets (MSDS)

CUSTODIAN:

Director of Development

REVIEW DATE:

March 22, 2017

Part 1. Policy Background and Purpose

The purpose of this policy is to protect people and the environment from negative impacts of hazardous materials and ensure White Earth Tribal and Community College (WETCC) complies with all federal, state, and local regulations regarding hazardous materials, hazardous waste, biohazard materials, and spill response.

Part 2. Definitions

Hazardous materials are any chemicals or materials that pose a significant risk to the health and safety of people, the environment, or facilities. This includes licensed radioactive materials, biohazard agents, hazardous chemicals and any material regulated as hazardous under CERCLA 42 USC 9601 (14) or USDOT 49 CFR 172.101.

Hazardous materials waste follow the definitions found in 40 CFR 261.3 or 49 CFR 171.8 and include radioactive, biohazardous, PCB, asbestos, or other materials or waste that contain biological, radioactive, or hazardous waste including mixed waste and any specially regulated waste that may become a public concern and is specifically regulated.

Part 3. Responsibility

It is the responsibility of everyone on campus to comply with this policy. Any individual who brings a potential chemical hazard on campus is responsible to handle the chemical according to manufacturer instructions and must notify the Facilities Manager of the chemical and any potential hazards that can occur in advance.

It is the responsibility of the Facilities Manager to be aware of chemicals brought to WETCC campus and have the necessary equipment, materials, and/or staffing available to handle a potential accident. The Facilities Manager will maintain a book of applicable material safety data sheets (MSDS).

The Facilities Manager is responsible to notify the Director of Development if any potential chemical hazard is brought on campus without the appropriate MSDS or materials available to handle a potential accident. The Director of Development will consult the President for authorization prior to the chemical being brought on campus.

Staff members who bring hazardous materials on the WETCC campus are responsible to ensure the appropriate MSDS is present, has been reviewed carefully, and a copy is given to the Facilities Manager.

Everyone is responsible to act with due diligence where hazardous materials are concerned.

Part 4. Policy

Subpart A. Campus Policy

It is the policy of WETCC that we understand a hazard may arise from exposure to a hazardous material by one or more routes, including skin contact, inhalation, or ingestion, or in the case of radioactive materials even by time spent in proximity, without direct physical contact. In addition to splashing and flowing, liquids may also disperse through the air as vapors or aerosols, and dusts or powders may disperse through the air as well.

Any hazardous material brought on to WETCC campus must be accompanied with the appropriate handling instructions and MSDS and reported to the Facilities Manager prior to being brought on to the campus.

Subpart B. Identification

1. Specific written documentation, such as the "Material Safety Data Sheet" (MSDS), the container label, or shipping papers. (A MSDS is a regulatory document that is required to be provided by the manufacturer to the user; the sheet contains pertinent safety information.)
2. The specific listings and definitions of materials included in various regulations. These lists and definitions are contained in the U.S. Code of Federal Regulations which may be found on the internet.
3. Personal knowledge (an individual may have created the material, or know very specific information about the material's properties).

Subpart C. Disposal

Any disposal of hazardous materials must follow the chemical waste procedures outlined by the manufacturer.