

# CHEMICAL HAZARD COMMUNICATION SAFETY PROGRAM

## PARK SERVICES & RECREATION MAINTENANCE

### 1.0 DISTRICT GUIDELINES

The Bainbridge Island Metropolitan Park & Recreation District is committed to the prevention of exposures that result in injury and/or illness and will comply with applicable State health and safety rules. To ensure that affected employees have information concerning the dangers of hazardous chemicals used by the District, the following Chemical Hazard Communication Program has been established.

All applicable departments units of the District's Park Services and Recreation Maintenance will participate in this safety Program. It is available in the Battle Point Park Maintenance Shop for review by any interested employee.

### 2.0 CONTAINER LABELING

The division head or his/her designee is responsible for container labeling procedures, reviewing, and updating.

The labeling system used at the Park District is as follows:

- Clearly label the contents.
- Note the appropriate hazard warning.
- List the name and address of the manufacturer.

It is the requirement of the District that no container of hazardous chemicals be released for use until the above procedures are followed.

### 3.0 SAFETY DATA SHEETS (SDS)

The division head or his/her designee is responsible to establish and monitor the employer's SDS program. This person will make sure procedures are developed to obtain the necessary SDSs and will review incoming SDSs for new or significant health and safety information. This person will see that any new information is passed on to affected employees. The SDS forms will include:

1. Name of chemical.
2. Name, address, and phone number for hazard and emergency information.
3. The date the SDS was prepared.
4. Chemical and common names of hazardous ingredients in the chemical (unless it is a trade secret).
5. Limitations on exposure levels of the chemicals.
6. Physical and chemical characteristics.
7. Flammability, Reactivity, Stability of the chemical.
8. How the chemical enters your body (routes of entry).
9. Health hazards - physical effects (skin, lungs, eyes, and nervous system).
10. Carcinogenic possibilities.
11. Emergency First Aid Procedures.
12. Safe handling procedures.
13. PPE required in using the chemical.

Copies of SDSs for all hazardous chemicals in use will be kept in the Battle Point Park Maintenance Shop and Strawberry Hill Mini-Gym supply room. SDSs will be available to all employees during each work shift. If an SDS is not available or a new chemical in use does not have an SDS, immediately contact: the division head or his/her designee.

#### **4.0 EMPLOYEE INFORMATION AND TRAINING**

The division head or his/her designee is responsible for the employee training program.

The procedures for how employees will be informed and trained are as follows:

1. An overview of the requirements contained in the Hazard Communication Standard (WAC).
2. Hazardous chemicals present at his or her work places.
3. Physical and health risks of the hazardous chemical.
4. The symptoms of overexposure.
5. How to determine the presence or release of hazardous chemicals in his or her work area.
6. How to reduce or prevent exposure to hazardous chemicals through use of control procedures, work practices, and personal protective equipment.
7. Steps the employer has taken to reduce or prevent exposure to hazardous chemicals.
8. Procedures to follow if employees are overexposed to hazardous chemicals.
9. How to read labels and review SDSs to obtain hazard information.
10. Location of the SDS file and written hazard communication program.

Before introducing a new chemical hazard into any section of this employer, each employee in that section will be given information and training as outlined above for the new chemical.

#### **5.0 MULTI-EMPLOYER WORK PLACES**

It is the responsibility division head or his/her designee, to provide employers of any other employees at the work site with the following information:

1. Copies of MSDSs (or make them available at a central location) for any hazardous chemicals that the other employer(s)' employee may be exposed to while working.
2. Inform other employers of any precautionary measures that need to be taken to protect employees during normal operating conditions or in foreseeable emergencies.
3. Provide other employers with an explanation of the labeling system that is used at the work site.

It is also the responsibility of division head or his/her designee to identify and obtain SDSs for the chemicals the contractor is bringing into the work place.

#### **6.0 LIST OF HAZARDOUS CHEMICALS**

A list of all known hazardous chemicals used by District employees is kept at Battle Point Maintenance Shop. Further information on each chemical may be obtained by reviewing SDSs located at Battle Point Maintenance Shop or the Strawberry Hill Mini-Gym Supply Room.

# CHEMICAL HAZARD COMMUNICATION PROGRAM

## AQUATIC CENTER

### 1.0 DISTRICT GUIDELINES

The Bainbridge Island Metropolitan Park & Recreation District is committed to the prevention of exposures that result in injury and/or illness and will comply with applicable State health and safety rules. To ensure that affected employees have information concerning the dangers of hazardous chemicals used by the District at the Bainbridge Island Aquatic Center, the following Chemical Hazard Communication Program has been established.

All applicable departments of the District's Aquatic Center will participate in this safety program. It is available at the Aquatic Center for review by any interested employee.

### 2.0 CONTAINER LABELING

The division head or his/her designee is responsible for container labeling procedures, reviewing, and updating. The labeling system used at the District's Aquatic Center is as follows:

- See Containers for specific information.

The procedures for proper labeling of all containers, and reviewing and updating label warnings are as follows:

- The Facility Maintenance Technician or assigned designee will update existing and new chemical labels and container information as changes occur.

It is the requirement of the District that no container of hazardous chemicals be released for use until the above procedures are followed.

### 3.0 MATERIAL SAFETY DATA SHEETS (MSDS)

The Facility Maintenance Technician is responsible to establish and monitor the employer's SDS program. This person will make sure procedures are developed to obtain the necessary SDSs and will review incoming SDSs for new or significant health and safety information. This person will see that any new information is passed on to affected employees.

The procedures to obtain SDSs and review incoming SDSs for new or significant health and safety information are as follows:

- SDS information will be reviewed with staff prior to using chemicals with information updated as needed. All chemical use trainings will occur on a continuous basis.
- SDS sheets for hazardous chemicals in use at the aquatics facility are located in the lifeguard office area.
- SDSs will be available to all employees during each work shift. If an MSDS is not available or a new chemical in use does not have an MSDS, immediately contact the Facility Maintenance Technician.

#### **4.0 EMPLOYEE INFORMATION AND TRAINING**

The Facility Maintenance Technician is responsible for the employer/employee training program.

The procedures for how employees will be informed and trained are as follows:

1. Review of chemical, labels and instructions for use.
2. Review of "Hazardous Chemical Assessment for PPE."
3. Review of required and voluntary PPE equipment.
4. Review of Evacuation and Emergency Procedures.
5. Completion of In-Service Training Log.

The Facility Maintenance Technician will make sure that before starting work, each new employee assisting with aquatic maintenance will attend a health and safety orientation that includes information and training on the following:

1. An overview of the requirements contained in the Hazard Communication Standard (WAC).
2. Hazardous chemicals present at his or her work places.
3. Physical and health risks of the hazardous chemical.
4. The symptoms of overexposure.
5. How to determine the presence or release of hazardous chemicals in his or her work area.
6. How to reduce or prevent exposure to hazardous chemicals through use of control procedures, work practices, and personal protective equipment.
7. Steps the employer has taken to reduce or prevent exposure to hazardous chemicals.
8. Procedures to follow if employees are overexposed to hazardous chemicals.
9. How to read labels and review SDSs to obtain hazard information.
10. Location of the SDS file and written hazard communication program.

Before introducing a new chemical hazard into any department of the District, each employee in that department will be given information and training as outlined above for the new chemical.

#### **5.0 HAZARDOUS NON-ROUTINE TASKS**

Periodically, employees are required to perform hazardous non-routine tasks. Prior to starting work on such projects, each affected employee will be given information by the Facility Maintenance Technician about the hazardous chemicals he or she may encounter during these activities:

- Review of chemical handling and safety will be performed prior to the start of any project.

#### **6.0 MULTI-EMPLOYER WORK PLACES**

It is the responsibility of the Facility Maintenance Technician to provide any outside contractors at the work site with the following information:

- Copies of SDSs (or make them available at a central location) for any hazardous chemicals that the other employer(s)' employee may be exposed to while working.
- Inform contractor of any precautionary measures that need to be taken to protect employees during normal operating conditions or in foreseeable emergencies.
- Provide contractors with an explanation of the labeling system that is used at the work site.

It is also the responsibility of the Facility Maintenance Technician to identify and obtain SDSs for the chemicals the contractor is bringing into the work place.

## **7.0 LIST OF HAZARDOUS CHEMICALS**

The following sections, Hazardous Chemical Assessment for PPE (Aquatics Center) and Sample Instructions for Specific Chemicals, provides PPE requirements and a list of the known hazardous chemicals used by employees at the Aquatic Center. Further information on each chemical may be obtained by reviewing SDSs located at the lifeguard office in the Aquatic Center.

# HAZARDOUS CHEMICAL ASSESSMENT FOR PERSONAL PROTECTIVE EQUIPMENT (PPE)

## AQUATIC CENTER

The following staff procedures and instructions pertain to employees responsible for chemical handling and performing chemical adjustments at the Aquatic Center.

### Training Documentation

Only authorized staff may handle chemicals. Training documentation must be signed by staff and supervisor upon completion of training.

Follow manufacturer's prescribed direction for use of chemicals and emergency response.

### Personal Protective Equipment (PPE)

- Types of PPE are: **E**yes (goggles), **N**ose (mask), **H**ands (gloves), **B**ody (apron)
- The type of PPE that is required or recommended for the chemicals below is indicated by the first letter of the PPE it is referring to.
- Location of PPE sites are specified.
- Whether PPE is a required or recommended use is indicated for the chemicals listed below.

### Emergency Procedures

- In case of a chlorine gas leak or uncontrollable situation, evacuate the area immediately and call 911. Follow Chlorine Leak Emergency Action Plan (EAP).
- Follow clean-up procedures and protocols located on SDS sheets for all other spills and exposures
- Follow emergency contact procedures.

### Eyewash Locations

- SPA deck area
- Ray Pump Room
- Nakata Pump Room– portable device
- Nakata Janitor Closet
- Nakata PH Room – portable device

## SAMPLE INSTRUCTIONS FOR SPECIFIC CHEMICALS

*Below is a sampling of chemicals used at the Aquatic Center. For the most current instructions on the use of these chemicals, view the SDS sheets at the Aquatic Center.*

**Calcium Chloride** – used to raise calcium saturation index

- Only add if directed to do so
- *Add 1 bag of calcium chloride directly to pool*
- Caution: Contents create heat when mixed with water
- Locations: deep end, lazy river
- Brush powder from floor
- Wait 1 hour to reopen
- Manufacturer: Alkali
- Recommended PPE: **E,N,H,B**

**Calcium Hypochlorite** (powder chlorine) – used to raise chlorine level

- Use only for fecal and vomit accidents in swimming pools
- Do not use in SPA
- *Slurry 1 cup in bucket and add directly to effected areas*
- Do not drip anything into the chlorine supply bucket
- Use only designated cup in supply bucket
- Keep supply bucket dry with lid secured
- Use caution when open lid – hazardous vapors present
- Follow fecal and vomit removal procedures to reopen
- Manufacturer: Leslies
- **Required PPE: E,N,H** Recommended PPE: **B**

**Fiber Clear** – used for pre-coating DE filters

- Only use if directed to do so
- Manufacturer: Fiber Clear
- Recommended PPE: **E,N**

**Gas Chlorine** - used to raise chlorine level

- Do not attempt to change or service chlorine tanks
- Review emergency equipment use and locations
- Review emergency alarm signal
- Review regulator positions
- Review feed settings – Ray and Don
- Review adjustment documentation requirements
- Manufacturer: Midwest Chlorine
- **Required PPE: None (In case of emergency, evacuate area and call 911)**

**Heatsvr** (injected in pool) – used to reduce evaporation

- Only use if directed to do so
- Manufacturer: Flexible Solutions
- Recommended PPE: **E,N,H**

## **SAMPLE INSTRUCTIONS FOR SPECIFIC CHEMICALS**

(continued)

### **Muriatic Acid** (added to SPA) – used to lower pH

- Only use if pH is greater than 7.8 **and** Chlorine is less than 5ppm
- No need to use in pools
- *If pH is 7.8 and chlorine is less than 5, turn up chlorine to lower pH (no acid is needed)*
- *If pH is 8.0 +, then add 1 cup of acid directly to spa*
- Monitor pH level until desired level is reached
- Wait 10 minutes with jets on to reopen
- Manufacturer: Transchem
- **Required PPE: E,N,H** Recommended PPE: **B**

### **Potassium Peroxymonosulfate** or **Fresh-n-Clear** (added to pools) – used to increase water clarity

- Only add if directed to do so
- *Add 1 container to Ray or 2 containers to Don*
- *Apply evenly across water surface area, adding less to shallow areas and more to deep areas*
- Wait 1 hour to reopen
- Manufacturer: Leslies
- **Required PPE: E** Recommended PPE: **N,H, B**

### **Sodium Bicarbonate** (added to SPA) – used to raise pH

- Only use if pH is less than 7.2
- Add 2 cups of sodium bicarbonate to ½ filled water bucket and mix
- Pour slurry solution directly to spa
- Monitor pH level and readjust if needed
- Wait 10 minutes with jets on to reopen
- Manufacturer: Integra Guard
- Recommended PPE: **E,N,H**

### **Sodium Bicarbonate** (added to Pool) – used to raise pH

- Only add if directed to do so
- *Add 1 bag of sodium bicarbonate directly to pool*
- Locations: deep end, lazy river
- Brush powder from floor
- Wait 1 hour to reopen
- Manufacturer: Integra Guard
- Recommended PPE: **E,N,H**

### **Sodium Hypochlorite** (added to SPA and used for Janitorial cleaning) – used to raise chlorine level or for disinfection

- Only add if directed to do so
- *Add 1 cup of liquid bleach directly to spa*
- Wait 10 minutes with jets on to reopen
- Recommended PPE: **E,N,H**

### **Sodium Thiosulphate** – used to lower chlorine

- Only add if directed to do so
- Manufacturer: Unknown
- Required PPE: **E,N,H,B**

### **Taylor Reagents** (Testing Chemicals)

- Review testing procedures
- Review site glass reading
- Recommended PPE: **E,H**