

## HAZARD COMMUNICATION

I. Policy Section  
14.0 Risk Management

II. Policy Subsection  
14.6 Hazard Communication

III. Policy Statement  
The College has adopted a Hazard Communication Plan, which is available for review by all employees at [www.grcc.edu/sds](http://www.grcc.edu/sds). Employees are expected to be aware of the hazardous chemicals they may encounter in the normal course of employment with GRCC or in the event of an emergency. Employees must be familiar with the procedures established in the Hazard Communication Plan to respond appropriately to these hazards.

IV. Reason for the Policy  
The program has been developed to meet the requirements of the Federal Hazard Communication Standards and the State of Michigan Right-to-Know Law, Act No.154 of the Public Acts of 1974 as amended and Act No. 368 of the Public Acts of 1978 as amended.

In order to ensure that all employees of Grand Rapids Community College are made aware of any hazard from chemical use in their work environment, Grand Rapids Community College hereby implements this written program.

This program shall be updated annually by October 1st when the requirements of the Federal Hazard Communication Standard or the Right-to-Know Law of Michigan are amended.

V. Entities Affected by this Policy  
All employees of Grand Rapids Community College, particularly employees who may be exposed to hazardous chemicals in the normal course of employment or who are likely to be exposed to hazardous chemicals in the event of an emergency.

VI. Who Should Read this Policy  
All employees of Grand Rapids Community College

- VII. Related Documents  
Grand Rapids Community College Right-To-Know Program Document is available at [www.grcc.edu/sds](http://www.grcc.edu/sds).
- VIII. Contacts  
Policy Owner: GRCC Director of Purchasing
- IX. Definitions  
A. Carcinogenic – Cancer causing substance or agent  
B. Contractor – Supplier providing services to Grand Rapids Community College  
C. Corrosive – Gradually destructive; steadily harmful  
D. Hazardous Chemical or Substance – A chemical or substance that is possibly a source of danger  
E. MIOSHA – Michigan Occupational Safety and Health Administration  
F. SDS –Safety Data Sheet  
G. OSHA – Occupational Safety & Health Administration  
H. PEL – Permissible Exposure Limit  
I. TLV – Threshold Level Value  
J. Toxic – Capable of causing injury or death, especially by chemical means; poisonous  
K. UEL – Upper Explosive Limit
- X. Procedures  
See [Grand Rapids Community College Right-To-Know Program Document](#)
- XI. Forms  
See [Grand Rapids Community College Right-To-Know Program](#)
- XII. Effective Date  
March 24, 2004
- XIII. Policy History  
Revised May, 2016  
No revisions May, 2018  
No revisions May, 2020  
Revisions May, 2022
- XIV. Next Review/Revision Date  
May, 2024