



## The Southern Baptist Theological Seminary

To: All Seminary Employees  
From: Robert O. Perkins, Director of Safety and Security  
Subject: Hazard Communication Program

Southern Seminary employees may obtain pertinent information on proper container labeling, material safety data sheets (MSDS), and training on the handling of hazardous chemicals found in the workplace. Some employees, because of the nature of their jobs, need to participate in a hazardous chemicals training program (HAZMAT). Employees who do not come in contact with hazardous chemicals on a routine basis do not need extensive training, although it is available if desired.

Information available to employees includes: a written copy of the Hazard Communication Program, a list of hazardous chemicals used on campus and copies of material safety data sheets on the chemicals. This information can be reviewed at the Department of Safety and Security. If you have any questions about the hazard Communication program or any hazard substances with which you come in contact, please ask your supervisor or contact the office of Safety and Security at 897-4459.

Different departments in facilities will keep a list of the chemicals used in their areas. A master list of MSDS sheets as well as Safety bulletins and training booklets can be found in the employee break room located in the facilities building.

Please check one and return this letter to Human Resources.

- I understand the information above, and because of the nature of my job, wish no further training at this time. I realize if I change jobs, my new job requirements may include hazardous chemical training.
- Please provide me with additional training.

Signature \_\_\_\_\_

(Print Name) \_\_\_\_\_

Date \_\_\_\_\_

In accordance with O.S.H.A. CFR 1910.1200 Federal Regulations

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