


East Lake Tarpon Special Fire Control District

	SOP 802 Right to Know	
	Implementation Date: 11/2000	Revision Date(s): 07/2004
		Reviewed Date(s):
	Forms or Attachments: None	

Employees have a right to know about exposures to toxic substances in the workplace. Under the Florida Right-To-Know Law, Chapter 442, Florida Statutes, employers must provide employees with information about the toxic substances with which they work, and train employees in safe handling practices and emergency procedures.

TOXIC SUBSTANCES

Under the Law, a toxic substance is any chemical substance or mixture in a gaseous, liquid, or solid state, that:

Appears on the "Florida Substance List" promulgated by the Department of Labor and Employment Security;

Is manufactured, produced, used, applied or stored in the workplace; and

Causes a significant risk to safety and health during, or as a result of, any normal handling or use.

EMPLOYER'S OBLIGATIONS UNDER THE LAW

Any employer who produces, uses or stores any listed toxic substance in the workplace is required to;

Post a notice, provided by the Department, informing workers of their rights under the law;

Obtain, and maintain for a period of 30 years, the required Material Safety Data Sheet (MSDS) for each listed toxic substance present;

Make the MSDS's available upon request to an employee within five working days;

Provide instruction to employees, within their first 30 days of employment, and at least annually thereafter, on the nature and effects of those toxic substances with which they work.

Advise employees of their right to obtain further information from the Toxic Substances Information Center.

**Toxic Substances Information Center
2002 Old St. Augustine Road
Building E, Suite 34
Tallahassee, Florida 32399-0663
1-800-367-4378**

RIGHTS OF THE EMPLOYEES UNDER THE LAW

The Law provides employees with certain rights. This includes the right to:

Know of the toxic substances present in the workplace.

Obtain a copy of the Material Safety Data Sheet (MSDS) for that substance present with which they may be exposed to.

Refuse to work, under specified circumstances, with a toxic substance, if not provided a copy of the MSDS for the substances within five (5) working days after an employee submits a written request to the employer.

Instruction on the toxic substance which must include:

- * The chemical and common names of the substance (with certain disclosure limitations for trade secrets).
- * The location of the substance in the workplace.
- * Proper and safe handling practices.
- * First aid treatment and antidotes in case of overexposure.
- * The adverse effects of the substance.
- * Appropriate emergency procedures.
- * Proper procedures for clean-up of leaks or spills.
- * Potential for flammability, explosion, and reactivity.
- * The rights of employees under the Right-To-Know Law.

Obtain further information on the properties and hazards of toxic substances from the Toxic Substances information Center; and,

Protection against discharge, discipline, or discrimination for having exercised any of these rights.

MATERIAL SAFETY DATA SHEET (MSDS)

A Material Safety Data Sheet (MSDS) is a document containing information about the properties

and hazards of a toxic substance. The information will include the chemical identity of the substance, the physical and chemical properties, physical and health hazards, the means by which the chemical may gain access to the body, safe handling and use, emergency and first aid procedures, and control measures.

Under the Law, manufacturers, importers, and distributors of toxic substances are required to prepare and provide MSDS's to their purchasers.