



**Anderson Columbia Co. Inc.**  
**Corpus Christi, Texas**

**Written Hazard Communications Program**

**2023**

The following Hazard Communications Program has been established to be in compliance with the OSHA Globally Harmonized System. This program can be found in 29 CFR 1910.1200.

Anderson Columbia Co. Inc. has developed, implemented, and is maintaining a written hazard communication program. This program describes the labeling of chemicals, the collection of "SDS" (safety data sheets) and how "SDS" sheets will be made available to all workers. The program also includes an explanation of how all employees are to be trained in the program.

The Hazard Communications Program will be administered by the Anderson Columbia Co. Inc. Corpus Christi Safety Department.

**1. Hazardous Chemical List**

A list of hazardous materials / chemicals, and their SDS sheets, which are used in the course of the company's business activities will be maintained and kept updated. This list will be kept on our online safety site (<http://www.hacsafety.com>). This allows our SDS sheets and Hazard Communication Plan to be available for all employees and accessible 24 hours per day. The original SDS sheets and information is kept in paper form at the Anderson Columbia Corpus Christi home office. The website location for our SDS sheets will be made available to every contractor and subcontractor working on our construction projects. All subcontractors will be notified of our Hazard Communication Policy when contract documents are signed.

## 2. Safety Data Sheets (SDS)

A Safety Data Sheet (SDS) must be obtained, and a copy shared on our <http://www.hacsafety.com> website for any hazardous material used on our projects. Any new SDS must be forwarded to the Anderson Columbia Corpus Christi Safety Department. The Safety Department will ensure the new SDS is posted to the website. The SDS is a vital part of the Hazard Communication Program because it goes into detail about the hazards, controls, and safety requirements for each chemical listed on the Hazardous Chemical List. The superintendent will make all subcontractors aware of any new hazardous chemicals when they are introduced to the workplace.

## 3. Employee Responsibility

To maintain this hazardous material / chemical list and the related SDS forms, Anderson Columbia requires the following actions on the part of its employees.

- a. When materials are purchased or ordered, the project manager, supervisor, or purchaser will request an SDS form from the supplier. This is only required when we do not have an existing up to date SDS form. It is not necessary to order a new SDS sheet for common materials unless they change the form. All SDS forms should be faxed to the HAC office at (361)853-5564. If you receive a form, please share it with the Safety Department. The forms can also be emailed to [gtrayler@andersoncolumbia.com](mailto:gtrayler@andersoncolumbia.com).
- b. The safety department will coordinate listing the new hazardous material on our list of hazardous chemicals.

## Labeling Containers

**Every container of a hazardous chemical that is used in or around the work area must be properly labeled with the identity of the hazardous material, the appropriate hazard warning, and the name and address of the manufacturer.**

**The labeling of containers will require actions on the part of all employees of Anderson Columbia Co., Inc.**

- a. The purchaser (any ACCI Employee) will check that all containers in use and received for use will:
  1. Be clearly labeled as to the contents.
  2. Have the correct hazard warning information on the label.
  3. List the name and address of the manufacturer.

- b. The supervisor at each location will check that all secondary containers are labeled with the identity and hazard warning pictogram/information. The supervisor will also ensure that containers brought onto the site are properly labeled. Every person on the site must be notified when a new hazardous chemical is introduced to the workplace for the first time.
  
- c. Please Note:  
Every container must be marked and labeled as to its contents and any associated hazards.
  
- d. Employees are not required to label secondary portable containers into which hazardous chemicals are transferred from labeled containers, and which are intended only for the immediate use of the employee who performs the transfer. An example would be someone on the hot-mix crew filling a small container with Citrus Cleaner to use while he is placing hot-mix. At the end of his shift he must transfer any leftover material back to the marked/labeled container. Unmarked containers must not be left unattended after the crew leaves the site.
  
- e. Supervisors and safety personnel shall ensure that workplace labels or other forms of warning are legible, in English, and are prominently displayed on the containers of any hazardous material.

## Anderson Columbia

### Specific Training

1. Every new hire employee will receive training in our Hazardous Communication Program before they go to the field. This training will be conducted by the safety department. This training may be in written form.
2. Each employee will be trained on our Hazardous Chemical List and its associated "SDS". This is available to all parties at our website <http://www.hacsafety.com>.
3. Each employee will receive training that covers the common chemical hazards found on our jobsites. Specific hazardous chemical training will be done at each site as required.
4. The training will include the physical, health, simple asphyxiation, combustible dust and pyrophoric gas hazards as well as hazards not otherwise classified, of the chemicals in the area.
5. Each employee will receive information on how to protect themselves from the chemicals found on our jobsites. This information will include required PPE.
6. During training employees will receive examples of the new pictogram labels required by OSHA and the new information format that is to be used on all SDS forms.