

COLORADO SCHOOL OF MINES ENVIRONMENTAL HEALTH AND SAFETY POLICIES AND PROCEDURES

Subject: Community Right-To-Know

Effective Date: April 1, 1999

Date of Last Revision/Review: October 3, 2000

Purpose/General Discussion:

The Community Right-To-Know regulations, promulgated by the Environmental Protection Agency, establish various reporting requirements for hazardous materials. These regulations, intended to provide the public with information on the hazardous chemicals in their communities, are divided into two main parts:

- Hazardous Chemical Reporting: This part of the regulations is intended to enhance community awareness of chemical hazards and to facilitate the development of State and local emergency response plans. Compliance with this part of the Community Right-To-Know regulations is the purpose of this policy.
- Toxic Chemical Release Reporting: These regulations inform the general public about non-emergency releases of toxic chemicals from facilities. [Historically, the threshold levels for chemicals at the University have not been exceeded under the requirements for Toxic Chemical Release Reporting.] Notification of emergency releases of hazardous materials is addressed in Policy Index No. 2-20.

Authoritative References:

- Title 40, Code of Federal Regulations, Part 370, Hazardous Chemical Reporting, United States Environmental Protection Agency.
- Title 40, Code of Federal Regulations, Part 372, Toxic Chemical Release Reporting, United States Environmental Protection Agency.

Organizational Assignments/Responsibilities:

The Environmental Health and Safety Department (EHS) shall ensure compliance with applicable regulations for Community Right-to-Know reporting and emergency release notification.

Discussion/Description:

The EHS Department provides annual reports to the Local Emergency Planning Committee (LEPC), to the State Emergency Planning Commission, and to the local fire

departments that have jurisdiction. The annual reports give information concerning the quantity and location of hazardous materials on the approved Tier Two Emergency and Hazardous Chemical Inventory Form (Policy Index 2-25-0).

To enhance emergency preparedness, the EHS Department may give additional information to the emergency planning groups or to the local fire department. Such information could include building diagrams, complete chemical inventories, and Material Safety Data Sheets (MSDSs). Periodic dialog with the local fire department, the primary response agency, improves readiness for emergency.

The EHS Department maintains a computerized inventory of the chemicals on campus. Health and safety information for the chemicals (e.g. Material Safety Data Sheets) is kept in loose-leaf binders and on magnetic media. In case of emergency, the inventory and Material Safety Data Sheets are available from any computer with Internet access.