



All DeLong's Facilities

Procedure #:  
CS-003

Labeling of Secondary  
Containers

Rev 1

### 1. Purpose:

1.1 The purpose of this procedure is to outline the steps required to ensure all secondary containers are properly identified and meets the DeLong's, Inc. Hazard Communication Program.

### 2. Responsibility:

- 2.1 The Environmental Health and Safety (EHS) Manager is the program coordinator, with overall responsibility for the program, including reviewing and updating this plan as necessary.
- 2.2 The EHS Manager and/or Supervisors are responsible for implementation of this procedure, and training of all employees with regard to this procedure.

### 3. References:

3.1 29 CFR 1910.1200 Hazard Communication.

### 4. Procedure:


- 4.1 The employee receiving the material will ensure all labels on incoming containers of hazardous chemicals are not removed or defaced, and a Safety Data Sheet (SDS) sheet is on file before the chemical will be released to the floor.
- 4.2 Follow all Personal Protection Equipment (PPE) requirements, according to the (SDS) for each chemical and any supplemental rules of the facility.
- 4.3 Follow all manufacturer instructions when mixing a chemical and using equipment.
- 4.4 Be familiar with the locations of all safety equipment in the facility, such as fire extinguishers, fire alarms, first aid kits, eye wash stations, and safety showers.
- 4.5 Personnel should wash their hands and lower arm areas after handling, mixing, or transporting chemicals.
- 4.6 Any time a chemical is transferred from the bulk container to a secondary container, the secondary container must be a generic container. A generic container is defined

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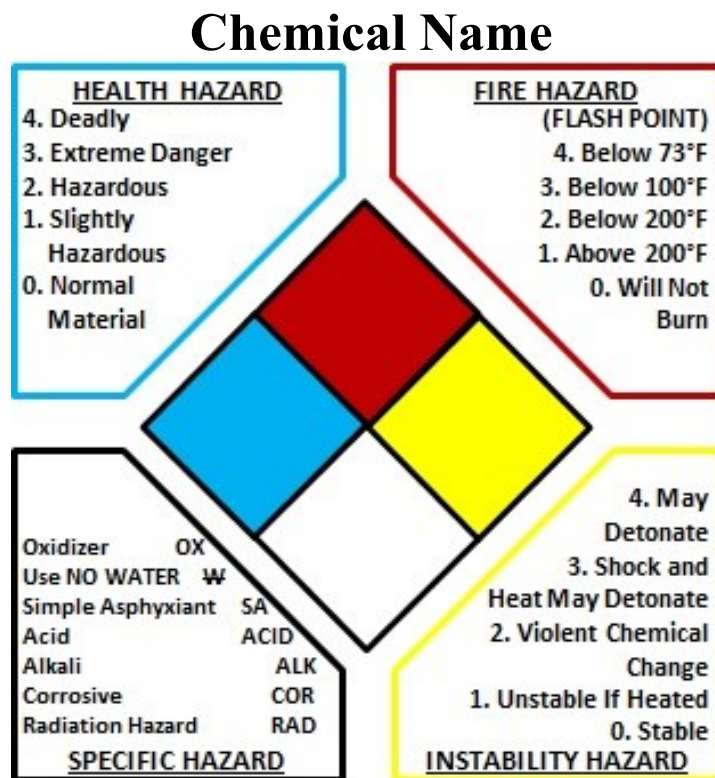
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as a container with no other information on it other than the information required for the contents.

- 4.7 All secondary chemical containers will have a National Fire Protection Agency (NFPA) safety diamond affixed (see Attachment 1). The label must include the trade name of the contents, Health Hazard data, Fire Hazard data, Instability Data, and, if applicable, Specific Hazard data.

### Attachment 1 – Sample NFPA Safety Diamond



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