

Employee Responsibilities for "Right to Know"

Employees of Mason Consolidated Schools are responsible for complying with regulations and standards covered under MIOSHA Section 12(a).

Responsibilities of employees of Mason Consolidated Schools also include the following:

- Receive approval and supply the Director of Operations with any SDS sheet for any chemical and/or hazardous product brought from home.
- Report any products viewed in the workplace that does not have a label indicator.
- Report any chemical and/or hazardous product spill.
- Employees shall not knowingly damage, move, or remove any safety related item that is provided for use at Mason Consolidated Schools or do anything that interferes with the use of that item by another person.
- Ensure all chemicals and/or hazardous products are in a locked storage area.

Mason Consolidated Schools Goals for "Right to Know"

The following are the goals for Mason Consolidated Schools "Right to Know" program:

- To complete and inventory of all known chemical and/or hazardous products in use or stored at Mason Consolidated Schools facilities.
- To keep SDS postings and the SDS electronic listing as current as possible.
- To keep employees notified of all safety issues and any changes in the "Right to Know" program.
- To keep up-to-date training measures for all employees who would be exposed to hazardous products on a routine basis.

"Right to Know" Program Acknowledgement

The "Right to Know" program for employees and the employee's responsibilities will be posted on the Mason Consolidated Schools website. It is important that employees know where to find information and their role in maintaining our "Right to Know" program. If you need any additional information or training concerning the "Right to Know" program, please contact the Director of Operations so arrangements can be made for you.