

## Optional Information

Name of School:

Date of Inspection:

Vocational Program/Course/Room:

Signature of Inspector:

## Toxic and Hazardous Substance Exposure Self Inspection Checklist

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**Guidelines:** This checklist covers some of the regulations issued by the U.S. Department of Labor - OSHA under the General Industry standards 29 CFR 1910.1000 to 1910.1500 which were adopted by reference. These regulations are designed to protect individuals from exposure to toxic and hazardous substances. These regulations as they apply to employees, are enforced by the New Jersey (NJ) Department of Health.

The 2010 National Fire Protection Agency (NFPA) Hazardous Materials Code (Standard 400) was created in 2010 to address hazardous materials noted in fire and building codes. This new standard combines the NFPA Code for the Storage of Liquid and Solid Oxidizers (Standard 430), the NFPA Code for the Storage of Organic Peroxide Formulations (Standard 432), the NFPA Code for the Storage of Pesticides (Standard 434), and the NFPA Code for the Storage of Ammonium Nitrate (Standard 490). The new, consolidated NFPA Standard 400 also covers compressed gases and cryogenic fluids from the NFPA Code for Compressed Gases and Cryogenic Fluids (Standard 55). The code also created standards for additional fire protection for different types of occupancies using a "maximum allowable quantity formula." These NFPA changes did not result in any substantive changes or additions to this checklist for use at NJ secondary schools with career and technical education courses and programs.

Since regulations dealing with toxic and hazardous substance exposure are different for construction sites (29 CFR 1926.55), this checklist does not specifically apply to construction situations. Please use the checklist entitled "Noise, Radiation and Other Exposures for Construction" for work associated with construction, alteration, demolition and/or repair including painting and decorating. In most cases, the regulations do not apply unless exposures are above established limits.

Compliance with this section of the OSHA regulations cannot be determined using a self-inspection checklist. Complex judgments regarding chemical toxicity, duration of exposure, sensitive populations, adequacy of personal protective equipment in use, and unique operating circumstances which may be encountered in a vocational school setting make a "yes or no" evaluation inappropriate. However, the following general questions can be asked which give an early indication of need for further study. Vocational school management is strongly urged to seek outside expert professional assistance if the health of individuals who are exposed to chemical substances is uncertain.

Definitions of italicized terms are provided at the end of the checklist to help you understand some of the questions. The questions that are most likely not the responsibility of the individual teacher are marked with an asterisk (\*) next to the number of the question. Questions marked with the symbol (☞) may require the help of an outside expert.

## Safe Schools: A Health and Safety Check

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Please Circle

- 1.\*☞ Are vocational program activities controlled to prevent excessive airborne chemical gas, mist, vapor, fume or dust from being generated and/or released into a person's breathing area? Y N N/A DK

Note: Airborne concentrations of hazardous substances above an acceptable limit are considered excessive and are usually determined by air monitoring. If you suspect there might be a problem, consult an expert.

2. Are individuals free from medical complaints or symptoms that could be associated with classroom activities or vocational programs? Y N N/A DK

Note: Such symptoms might include headache; nausea; vomiting; drowsiness; vision problems; skin or lung irritation; itching; excessive watering of the eyes; sleeplessness; coughing; excess sputum; impaired motor skills or coordination; skin, teeth or gum discoloration; or hair loss.

- 3.\*☞ Where individual exposure levels are suspected to be above acceptable concentrations, has air monitoring been performed? Y N N/A DK

- 4.\* Are affected individuals provided with written copies of air monitoring results? Y N N/A DK

- 5.\*☞ Are individuals who are exposed to hazardous substances above the *Permissible Exposure Limits*, provided with appropriate personal protective equipment such as respirators on an interim basis until engineering or administrative controls reduce exposures below *Permissible Exposure Limits*? Y N N/A DK

- 6.\* If chemical exposures exceed OSHA *Permissible Exposure Limits*, are engineering or administrative controls being considered? Y N N/A DK

Note: Regardless of situation, every effort should be made to reduce or eliminate all exposures.

- 7.\*☞ Are individuals included in a medical surveillance program appropriate for the types of chemicals to which they are exposed? Y N N/A DK

### **Safe Schools: A Health and Safety Check**

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Note: Medical surveillance is sometimes required when exposures exceed the OSHA *Permissible Exposure Limits*.

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| 8.    | Are appropriate housekeeping practices enforced to prevent any buildup of contaminants on exposed surfaces?  | Y N N/A DK |
| 9.    | Are appropriate personal hygiene practices enforced such as washing hands, use of separate work clothing, prohibition against eating, drinking and applying cosmetics?   | Y N N/A DK |
| 10.   | Is appropriate personal protective equipment (PPE) provided such as gloves, aprons, goggles, etc. to protect against exposure? (See "Personal Protective Equipment" checklist)   | Y N N/A DK |
| 11.   | Are individuals trained regarding the hazards of chemicals to which they might be exposed? (See "Right to Know" checklist.)  | Y N N/A DK |
| 12.*☞ | In laboratory settings, is a written <i>Chemical Hygiene Plan</i> available describing the appropriate precautions and procedures that will be followed to protect individuals from the chemical hazards to which they might be exposed?   | Y N N/A DK |
| 13.   | Are spilled oxidizers, reacting oxidizers, and leaking or broken containers removed immediately by a trained individual to a safe, secure, dry outside area to await proper disposal? [NFPA 400 (15.2)]<br>Note: Spilled materials shall be placed in a clean, separate container and never returned to the original container. Furthermore, the disposal of spilled materials shall not be combined with that of ordinary dry trash and/or wet garbage. | Y N N/A DK |

Comments/Corrective Actions:

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14. Do you adhere to the specified Maximum Allowable Quantities (MAQ) of hazardous material allowed in educational occupancies? Y N N/A DK  
 [NFPA 400 Table 6.2.1.3]

Materials, material classes, and maximum allowable quantities in educational occupancies

Material	Class	Solid Pounds	Liquid Gallons	Gas
Oxidizers	4	<i>Not Permitted</i>	<i>Not Permitted</i>	Not Applicable
	3	10	1	Not Applicable
	2	250	25	Not Applicable
	1	4,000	400	Not Applicable
Corrosives	Not Applicable	1,000	100	<i>Not Permitted</i>
Highly toxic	Not Applicable	3	(3)	<i>Not Permitted</i>
Toxic	Not Applicable	125	(125)	<i>Not Permitted</i>

Comments and corrective actions planned:

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Definitions:

*Chemical Hygiene Plan* means a written program developed and implemented that sets forth procedures, equipment, personal protective equipment and work practices that are capable of protecting individuals from the health hazards presented by hazardous chemicals used in that particular workplace. A Chemical Hygiene Plan is required by the OSHA standard 29 CFR 1910.1450, "Occupational Exposure to Hazardous Chemicals in Laboratories."

*Permissible Exposure Limits (PEL)* are set values established by the Occupational Safety and Health Administration (OSHA) for different hazardous substances. If air monitoring determines that personal exposures exceed the OSHA-PEL (without regard to the use of respirators), the exposure is considered excessive and corrective action is required.

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