

Business Services

1 BP 6800 SAFETY

2 References:

- 3 49 C.F.R., Part 40 and Part 655;
- 4 29 C.F.R., 1910.101 et seq.;
- 5 Health and Safety Code, Section 104420; and
- 6 Title 8, Section 3203

7 The President/Superintendent shall establish administrative procedures to ensure the
8 safety of employees and students on District sites, including the following:

- 9 • Establishment of an Injury and Illness Prevention Program in compliance with
10 applicable OSHA regulations and state law. These procedures shall promote an
11 active and aggressive program to control safety and reduce health risks.
- 12 • Establishment of a Hazardous Material Communications Program, which shall
13 include review of all chemicals or materials received by the District for hazardous
14 properties, instruction for employees and students on the safe handling of such
15 materials, and proper disposal methods for hazardous materials.
- 16 • Prohibition of the use of tobacco in all public buildings (or within 20 feet from an
17 entrance to all public buildings) and District-owned vehicles.

18 The District Facilities Department shall operate and maintain a hazardous substance
19 communications program. All purchasing, labeling, storage, handling and disposal of
20 hazardous substances shall conform to Federal and State laws having jurisdiction over
21 these materials. (Required Health and Safety Code, Section 25501.4 -- mandatory duty
22 to have hazardous materials program)

23 The Director of Physical Plant and Construction Services is responsible for the
24 maintenance and operation of a hazardous substance waste control program. This shall
25 include the maintenance of a central file for material safety data sheets, the dissemination
26 of rules and regulations which pertain to the employee's "Right to Know" law, and the
27 disposal from District property of all hazardous waste substances. (Discretionary Health
28 and Safety Code, Section 25509; Discretionary Education Code, Section 70902)

29 The Director of Physical Plant and Construction Services shall publish, for division use,
30 such information as is applicable to the handling and the disposal of all hazardous waste
31 substances.

32 The Director of Physical Plant and Construction Services shall serve as the chairman of
33 the Toxic Waste Committee and conduct regular District meetings to disseminate
34 information pertaining to hazardous waste activity.

35 Office of Primary Responsibility: Vice President, Business Services

36 Also see AP 6800 titled Safety and AP 6850 titled Hazardous Materials

Date Adopted: March 21, 2007

Date Reviewed: March 20, 2019

(Replaces former Cerritos CCD Policy 5022)