MATERIAL SAFETY DATA SHEETS **2590.2**
(Revised 7/97)

General Industry Safety Order (GISO) #5194 requires the state to make Material Safety Data Sheets (MSDS) and training available to employees prior to assignment in an area where there is a potential for exposure to a hazardous substance. This Safety Order became fully effective and enforceable on February 21, 1983. In order to comply with this Safety Order the following procedures will apply for all state agencies:

1) Any and all departments ordering state contract purchase items which have substance on the Director's (DIR) List of Hazardous Substances, will require all vendors (DGS Procurement Division or otherwise), to supply MSDS to their offices. (For DIR list, see Code of Regulations, Section 339.)

2) It is the responsibility of each department or agency director to:

   a) See that employees are trained prior to the assignment in an area where there is a potential for exposure to hazardous substance.

   b) Establish internal procedures to collate and obtain MSDS on hazardous substance which are purchased either through the DGS Procurement Division or other purchasing systems. Receiving clerks should be advised to follow internal departmental procedures in making the appropriate filing and distribution of the MSDS.

   c) Establish internal procedures to maintain MSDS and to supply them to employees as needed.

   d) Confirm that the departmental Safety Coordinator is knowledgeable about General Industry Safety Order #5194 and Material Safety Data Sheets.