

# CONTRACTORS AND HAZARD COMMUNICATION



A GUIDE FOR COMMUNICATING CHEMICAL HAZARD (HAZCOM) INFORMATION WITH VENDORS AND CONTRACTORS.

## FROM THE UW TO CONTRACTORS

If you hire an external contractor or work with a vendor at a UW site, you are required to inform the contractor or vendor of the hazard information relevant to chemicals present in the work area. This includes providing the contractor or vendor:

- Information on the University's chemical labeling system and piping systems for hazardous materials
- Information on the potential chemical hazards in the area or workplace
- Access to safety data sheets (SDSs) for chemicals that may be encountered

The work area supervisor is the point of contact for a contractor or vendor entering a work area and is responsible for communicating hazards.

On-going UW activities that could lead to contracted personnel being exposed to hazardous chemicals should be stopped before the contractor arrives.

Also, if a contractor or vendor is hired to do work in an area that may disturb building materials such as floors and walls, the UW point of contact must determine and inform the contractor of the presence of any regulated building materials (e.g. asbestos, lead, polychlorinated biphenyls, etc.) that may require special procedures. This information may be requested from the Regulated Materials Management Office. See the Resources section for more information.

## FROM CONTRACTORS TO THE UW

Contractors/vendors must inform UW of any hazardous chemicals they bring onto University sites that may result in potential exposures to UW employees, students or the community.

Contractor and vendor companies and their employees are expected to be knowledgeable and compliant with Washington state chemical hazard communication (HazCom) program regulations ([WAC 296-901](#)).

Contractors shall provide the UW point of contact with the following information:

- A list of chemicals they will bring on site
- How the chemicals will be labeled, used, stored, transported, including quantities
- Safety data sheet for each chemical

If the chemical(s) present special hazards that could potentially result in significant risk, the UW point of contact shall:

- Review the information.
- Inform and train employees as needed.
- Consult with the UW Environmental Health & Safety Department (EH&S) at 206.543.7262.

## WHO DOES THIS APPLY TO?

The HazCom requirement includes contractors or vendors that may do repairs and maintenance work on equipment and facilities, construction, plumbing, electrical, painting, janitorial or other activities. It also includes vendors that maintain, calibrate, test and repair all types of equipment and instrumentation.

There is no exemption from this requirement based on the value or duration of the project or service, or whether or not there is a contract.

## RESOURCES

- [Environmental Health & Safety](#)
- [MyChem chemical inventory/Safety data sheets](#)
- Regulated Materials Management Office (RMMO) [asbestos@uw.edu](mailto:asbestos@uw.edu) or 206.685.3357
- [Asbestos - Installing Equipment/Furnishings](#)

**For more information, contact EH&S at [ehsdept@uw.edu](mailto:ehsdept@uw.edu) or 206.543.7262.**