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# PURPOSE

This standard establishes the minimum requirements for the communication of chemical hazard information to employees, contractors, and visitors at Texas Instruments (TI).

# SCOPE

This specification applies to any hazardous chemicals and materials present in a TI workplace to which personnel may potentially be exposed under normal working conditions or during an emergency. The provisions of this specification apply to all TI employees, suppliers, vendors, and visitors at Texas Instruments sites worldwide.

# reference documents

## TI ESH Standard 03.01 "Hazardous Chemicals and Materials"

## TI ESH Specification 03.01A "Chemical and Material Screening"

## TI ESH Standard ENV04.01 "Hazardous Waste Management"

3.4 TI ESH 6.12 Standard Movement of Equipment and Parts

# Definitions

[TI ESH Standards Glossary of Definitions](https://sps01.itg.ti.com/sites/wwf/esh/standards/Knowledge_Bank/00.01.xlsx)

# Requirements

## Chemical Inventory

### Sites shall maintain a list(s) of hazardous chemicals using the name that is referenced on the appropriate safety data sheet (SDS).

#### The list(s) may be compiled for the workplace as a whole or for individual work areas

#### The list(s) shall be readily accessible to all employees.

1. The term SDS is used in reference to both safety data sheets and material safety data sheets (MSDS).

## Hazard Identification: Labels and Markings

### Sites shall identify all chemicals in the workplace and determine the proper hazard warning labels and other protective measures that are necessary for employee protection.

### Chemical containers received from a manufacturer, importer or distributor shall be labeled with the following information:

#### The identity of the chemical;

#### Hazard warnings; and

#### Name of the chemical manufacturer.

### The identity of the chemical shall be listed on the following:

#### Gas and chemical distribution systems (e.g., cabinets, dispense units, day-tanks, and valve manifold boxes (VMBS);

#### The exterior of gas boxes or chemical units on manufacturing tools; and

#### Workplace containers (e.g., secondary containers like squeeze bottles)

### Exception: Waste containers shall be exempt from the Hazcom labeling requirements provided that the waste contents are known and the waste is handled in accordance with TI ESH Standard ENV04.01 "Hazardous Waste Management".

### Storage tanks shall be labeled with the following:

#### Name referenced on the appropriate SDS;

#### Hazard warnings; and

#### Holding capacity.

Exception: Water tanks need only be labeled with contents.

### Chemical piping and exhaust systems shall be marked with the content and the direction of flow:

#### Along the total length of the pipe at intervals not to exceed 50 feet (15.24 m);

#### At shorter intervals where obstruction, lighting, or other restrictions limit visibility of the pipe; and

#### In the immediate vicinity of all valves, line taps, wall, floor, or barrier penetrations, and any change in direction.

### Employees shall not remove, cover, deface or alter labels or markings unless the labels or markings are immediately replaced with the required information.

## Non-Routine Tasks

### Non-routine tasks or tasks involving the cleaning or removal of unlabeled piping or equipment shall be performed by the site Decontamination Team or by qualified personnel or suppliers per the guidelines set forth by any of the following:

#### TI ESH Standard 06.12 –“Movement of Equipment and Parts”;

#### A Job Hazard Analysis (JHA), completed before the work proceeds; or

#### The appropriate procedure(s) or specification(s).

### Employees not trained in performing non-routine tasks or tasks involving the cleaning or removal of unlabeled piping and who are unable to determine what is in the piping or equipment are prohibited from performing such tasks.

## Safety Data Sheets (SDS) Management

### Sites shall maintain a current SDS in the language of the country in which it is used for each chemical material used or stored at that site.

### Sites shall have a process to ensure that SDSs are readily accessible to affected individuals.

### Sites shall maintain SDSs records in accordance with TI SP&P “Record Retention”.

Note: TI sites in the US shall maintain SDSs for (30) years after discontinuing use.

## Training

Sites shall ensure that persons who work with or around hazardous chemical and materials receive hazard communications training.

### Hazard communication training shall be documented and include the following:

#### The location of the site SDSs and inventory;

#### An explanation of the SDS, chemical warning label, and terminology;

#### An explanation of the hazards of the chemicals;

#### The locations where hazardous chemicals and materials are used or stored;

#### Specific ESH precautions including work practices and personal protective equipment (PPE);

#### Methods of chemical hazard detection, warning indicators, and protection; and

#### Emergency and first aid procedures.

### Employees shall receive training upon initial assignment to the work area. Additional training shall be provided whenever a new chemical material or reformulated chemical is introduced into the work area.

### Employees shall receive refresher training at least every 36 months.

## Hazard Communication for Suppliers and Visitors

### Sites shall provide suppliers with all the necessary information regarding hazardous chemicals present in the work area, upon request, to enable the suppliers to provide proper training and personal protective equipment to their employees.

### Sites shall ensure that suppliers do not bring hazardous chemicals and materials onto a TI site without prior approval by the site ESH representative and in accordance with TI ESH Specification 03.01A "Chemical and Material Screening".

### TI escorts are responsible for informing visitors of chemical hazards and remaining with the visitor while they are in TI buildings. Visitors to areas where hazardous chemical and materials are present do not need to attend hazard communications training unless they may potentially be exposed to chemicals.

### TI will provide suppliers (non-supplemental) with all the necessary information regarding hazardous chemicals and materials present in the work area when the supplier is performing routine and non-routine tasks, upon request, to enable the suppliers to provide the proper training and personal protective equipment to their employees, including:

#### A general orientation training covering, amongst other things, the hazardous nature of the chemicals at the site and how SDSs are maintained at the site; and

#### An overview of the site’s labels and markings.

### Supplemental supplier employees working under direct TI supervision will receive the same information and training as a TI employee.

# STANDARD Approval

This standard has been approved by David Thomas, TI Vice President.

# Revision history

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Rev#** | **Date** | **Nature of Revision** | **Author/Editor** | **Approver** |
| A | 12/22/06 | Major review in conjunction with the 03.01 series of standards. Standardized terminology for chemicals and materials. Removed requirement for labeling chemical cabinets. Added requirements for labeling chemical storage tanks.  | Christie Lotspeich |  |
| B | 02/20/2007 | Section 3.1(b)(1): Removed note describing US container labeling | Mike Alton |  |
| C | 5/17/2012 | Formatting change. Removed written program requirement and other major modifications | Mike Alton |  |
| Editorial change | 06/18/2014 | 5.2.5.1 corrected unit conversion error | Chris Lee |  |
| D | 09/13/16 | 3 year review – Added reference for TI ESH Standard 6.12 “Standard Movement of Equipment and Parts”. Changed the plural “SDS’s” to “SDSs”. | Michele Smith | ELC |
|  |  |  |  |  |