

**Virginia Statewide Fire Prevention Code**  
**SECTION 407**  
**HAZARD COMMUNICATION**

**407.1 General.** The provisions of Sections 407.2 through 407.7 shall be applicable where hazardous materials subject to permits under Section 2701.5 are located on the premises or where required by the *fire code official*.

**407.2 Material Safety Data Sheets.** Material Safety Data Sheets (MSDS) for all hazardous materials shall be either readily available on the premises as a paper copy, or where *approved*, shall be permitted to be readily retrievable by electronic access.

**407.3 Identification.** Individual containers of hazardous materials, cartons or packages shall be marked or labeled in accordance with applicable federal regulations. Buildings, rooms and spaces containing hazardous materials shall be identified by hazard warning signs in accordance with Section 2703.5.

**407.4 Training.** *Persons* responsible for the operation of areas in which hazardous materials are stored, dispensed, handled or used shall be familiar with the chemical nature of the materials and the appropriate mitigating actions necessary in the event of a fire, leak or spill. Responsible *persons* shall be designated and trained to be liaison personnel for the fire department. These *persons* shall aid the fire department in preplanning emergency responses and identification of the locations where hazardous materials are located, and shall have access to Material Safety Data Sheets and be knowledgeable in the site emergency response procedures.

**407.5 Hazardous Materials Inventory Statement.** Where required by the *fire code official*, each application for a permit shall include a Hazardous Materials Inventory Statement (HMIS) in accordance with Section 2701.5.2.

**407.6 Hazardous Materials Management Plan.** Where required by the *fire code official*, each application for a permit shall include a Hazardous Materials Management Plan (HMMP) in accordance with Section 2701.5.1. The *fire code official* is authorized to accept a similar plan required by other regulations.

**407.7 .Facility closure plans.** The permit holder or applicant shall submit to the *fire code official* a facility closure plan in accordance with Section 2701.6.3 to terminate storage, dispensing, handling or use of hazardous materials.

1. All science teachers in grades 6 – 12 will be responsible for chemical safety in the classrooms and/or preparation rooms they utilize. Chemical safety includes, ordering, storing, teacher use, student use, disposal, and accident procedures (fire, leaks, spills).
2. MCPS will provide training for secondary science teachers in hazardous material communication, fire safety, and chemical inventory.
3. Each science department head will conduct at least one staff meeting per year to review the appropriate mitigating actions necessary in the event of a fire, leak, or spill of any hazardous chemical stored in classrooms or prep rooms. Material Safety Data Sheets (MSDS) will be accessed for this information.
4. An accurate inventory of all hazardous chemicals will be maintained at all times. The Chemoventory program will be used to manage and report inventory. Hazardous chemicals include:
  - Flammables or combustibles
  - Explosives
  - Pyrophorics (ignite spontaneously in air)
  - Oxidizers
  - Unstable (reactive)
  - Organic peroxides
  - Compressed gas
  - Damaging to mucous membranes
  - Allergens
  - Carcinogens
  - Corrosives
  - Irritants
  - Toxins
5. MSDS sheets will be available for each hazardous chemical. These sheets will be accessed through the Chemoventory system. Teachers are not required to maintain paper copies.
6. Containers of hazardous materials will be labeled and stored properly.
  - Chemicals will be organized first by compatibility according to Tables 1 and 2.

- Chemicals will be stored in closed cabinets or on shelves with front edge lips.
  - Acids will be stored in acid cabinets with nitric acid in a separate cabinet.
  - Flammables will be stored in flammables cabinets.
  - Chemicals on shelving will be labeled Organic and Inorganic by section.
7. Rooms and spaces containing hazardous materials will be identified by National Fire Protection Association (NFPA) diamond chemical hazard warning signs.
  8. To dispose of hazardous chemicals, science teachers will prepare a spreadsheet listing the full chemical name, chemical type (organic, acid, etc.), quantity of chemical, container size, container type (glass, plastic, etc.), container condition (good, fair, poor), storage location, and pick up location. The MCPS Science Supervisor will collect the information at least once per year and arrange for a contractor to collect the chemicals.