

# Hazard Communication for Tooley Water District

9-22-15

1. Tooley Water District is maintained by volunteers (Board Members) and by the staff of Hiland Water Corporation. Hiland is a private utility company that services many water systems and as such has their own hazard communication program. Tooley Water District will post the proper documentation in the well houses for all persons to view whether Tooley Board Members or Hiland Staff.
2. Tooley water is required to be chlorinated. The product used for that purpose is concentrated liquid bleach. The usual specific product is 12.5% Sodium Hypochlorite and bottles containing that product stored in each of the two well houses owned by Tooley Water District. That product is then mixed with water at a rate of 1 gallon of product to 10 gallons of water. The mixture then is pumped by an injection pump into the distribution system automatically when the well pumps operate. The product is not stored or used at the reservoir. The 1 gallon storage bottles are supplied by Hiland Water Corp. staff as needed. Occasionally a less concentrated Sodium Hypochlorite product is used for a short period of time. Mixing instructions are posted in the well houses.
3. MSDS documents for Sodium Hypochlorite are posted in both well houses. Documents for both concentrations are posted.
4. The MSDS documents state that protective goggles and gloves should be worn when handling the respective product. Both those items are provided in the well houses for use by personnel. Adequate ventilation is provided by simply keeping the door open. A water hose that carries drinking water is present in both well houses. This may be used to wash any product from the cement floor and can also be used to flush any product from the skin or eyes.
5. All containers are labeled or marked to indicate the contents of the container.
6. All board members have been provided with MSDS for Sodium Hypochlorite and safety and handling has been discussed at board meetings.
7. All Tooley Board Members and Hiland Water Corporation have been sent an e-mail with this letter attached and a copy of a MSDS for Sodium Hypochlorite.
8. No other hazardous chemicals are used or stored in Tooley well houses or the reservoir building.
9. All volunteers who engage in weed trimming around well houses and the reservoir building must wear face/eye protection, hearing protection, long pants and boots.