

Memo to: All SLU Employees and Students

Re: Material Safety Data Sheets (MSDS)

St. Lawrence University has contracted with 3-E Company to provide material safety data sheets, per *CAL OSHA Hazards Communication Standards, 8CCR5194*, and *The Federal OSHA Standards, 29 CFR 1910.1200*, which requires that employers (SLU) provide access to current Material Safety Data Sheets for all hazardous materials used by employees and/or customers. St. Lawrence University, thru 3-E Company, will provide up-to-date MSDS information using phone and FAX services.

To request a MSDS - 24 hours a day, seven days a week - **call**

1-800-451-8346, identify yourself as a participant under the

St. Lawrence University contract, and have a fax number available of where you want the MSDS faxed to. You can use the FAX number at Security anytime for this (315-229-7414). You will be asked to provide the product name, manufacturer name, product number and UPC code (if available).

If you need assistance call the Human Resources office during normal working hours at 229-5596, call Security at 5555, or your supervisor.

SLU's Environmental Health and Safety Office has complete information on this contracted service. If anyone has any questions or needs additional information, please feel free to call either Ted Coviello (5913) or Kathy Boak (5607).