



**Facilities Operations
Policy Statement
SP-6
Hazardous Vapors**

1. **Purpose:** To provide information on special precautions that may be required in use of paints, solvents or other maintenance and cleaning products. Employees must read the product label and the product Safety Data Sheet (SDS) prior to opening or using paints, solvents or other maintenance and cleaning products. New products may contain chemicals hazardous to your health which will require special precautions noted on the label or SDS. Each Zone/Shop maintains an SDS binder with SDS's on all products used.
2. **Action:** For some products or operations it may be necessary or prudent to use personal protective equipment, to shut down HVAC equipment in the area of work or to schedule the work when unprotected occupants are absent. If the supervisors or employees planning the work have any doubt about use of the product or the operation they should contact the Environmental Health & Safety Office, at 704-687-1111, for advice. A master set of SDS for the entire Facilities Management Department will be maintained by Facilities Operations. The Environmental Health & Safety Office also has a campus master list and SDS information may be obtained from this list.


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