

Hazard Communication (Hazcom) Program



Annual Submissions

c/o City of Houston Chemical Hazard Compliance Officer

611 Walker Street, 4th Floor Annex

Attention: Steven Guillory

Hazcom Requirement	Description	Category I	Category II
Workplace Chemical List	List all chemicals use or stored by the department (refer to A.P. 2-14)	December 31	December 31
Out of Service Safety Data Sheets	List all Safety Data Sheets that are no longer used or stored	December 31	December 31
Documentation of Training	Submit sign-in roster for all Hazcom training (general, site-specific, etc.)	December 31	December 31
Tier II Updates	Chemical reporting requirements mandated at the State and Federal level	January 31	January 31

Category I Departments	Category II Departments
Administration and Regulatory Affairs Business Opportunity City Controller City Secretary Emergency Center Finance Fire Health Housing and Community Development Human Resources Information Technology Services Legal Library Mayor's Office Municipal Courts Neighborhoods Planning and Development Police Solid Waste	Airport System Fleet Management General Services Parks and Recreation Public Works <p style="text-align: center;"><u>Need a Safety Data Sheet (SDS) for a chemical?</u></p> <div style="text-align: center;">  </div> <div style="text-align: right;">  </div>

Note: Immediately notify the City of Houston Chemical Hazard Compliance Officer (CHCO) of Department Hazcom Coordinator changes.

Contact CHCO Steven Guillory at (832) 393-6188 if you have any questions regarding the City of Houston Hazcom Program.