

## **I. PURPOSE**

Warner Bros Studio Operations (WBSO) is committed to preventing accidents and ensuring the safety and health of its employees. In order to minimize the potential hazards from the chemicals and chemical-containing products used at WBSO, and to ensure that information about appropriate precautions and proper use is disseminated to employees, the implementation, maintenance, and refinement of this program is a priority. Under this program, employees will be informed of the contents of the Cal/OSHA Title 8 Hazard Communication Standard Section 5194, and increase employee awareness of hazardous substances used in the workplace.

## **ACCESS TO THE PROGRAM**

The written Hazard Communication Program is available to all WBSO employees. A copy of this program can be obtained or requested:

- In person at Building 137 – 2<sup>nd</sup> Floor, Safety & Environmental Affairs
- By calling (818) 954-2890 General Safety Department Office Line

## **II. RESPONSIBILITIES**

### **Management**

- Establishing a Hazard Communication Program for WBSO employees.
- Providing proper guidance and materials for communicating hazards to employees.
- Designating representatives in each department to administer and supervise the Hazard Communication Program.
- Ensuring that employees are trained to align the current Globally Harmonized System of classification and labeling of chemicals.
- Performing periodic reviews and audits to ensure all departments have up to date safety data sheets for each hazardous chemical in stock.
- To review this program for effectiveness periodically and when program deficiencies are discovered.

### **Hazard Communication Program Coordinator**

- To supervise the implementation and execution of the Hazard Communication Program.
- To ensure that materials received by our vendors are properly labeled and access to Safety Data Sheet or SDS (formerly Material Safety Data Sheets, or MSDSs) is readily available.
- Maintain a current inventory of all hazardous materials and chemicals used at WBSO, including Proposition 65 chemicals.

## **WARNER BROS. STUDIO OPERATIONS SAFETY & ENVIRONMENTAL AFFAIRS**



SAFETY REFERENCE MANUAL

California Code of Regulations, Title 8, Section §5194

Section 2: HAZARD COMMUNICATION

Last Revised: August, 2025

- Obtain updates of Proposition 65 listed chemicals and provide new information to affected employees.
- Provide personal protective equipment and training for employees that are handling regulated chemicals.

### **Supervisors**

- Ensure their departments have the appropriate hazard warnings.
- Department Supervisors are to ensure that access to SDSs is always available by maintaining all relevant SDSs either electronically or in a physical binder.
- Supervisors must ensure that the phone number of the WBSO contracted provider of SDSs/ emergency information is posted, a fax machine available, or email is available in their area so that employees have access to updated SDSs for chemicals used in their department. The phone number of the SDS provider is on every Safety Poster located in soundstages and departments.
- To ensure employees do not work with or near potentially hazardous chemicals or chemical-containing products without access to information regarding personal protective equipment and appropriate training.
- To facilitate and resolve communication between employees and management if issues regarding usage of potentially hazardous chemicals arise.

### **Employees**

- To attend required Contract Services Administration Trust Fund (CSATF) safety pass or the Warner Bros. Department Safety Officer (DSO) training to understand: the requirements of Cal-OSHA Section 5194, their right to know, pictograms, signal word, hazard statements, and precautionary statements on labels.
- Prior to starting work, or when a new potential hazard is made known, obtain training on the hazardous chemicals, operations where hazardous chemicals are present, on how to detect the presence or release of hazardous chemicals, and where to find safety information, in their work area.
- To make sure all chemicals they use in the workplace are properly labeled.
- To read the label or review the safety data sheet for each chemical prior to using it.
- To follow all safety precautions required for working with hazardous chemicals.
- To immediately report any safety concerns to a supervisor or the WBSO S&EA.

## **III. CONTAINER LABELING**

All workplace chemical containers, including secondary containers (with some exceptions), must be properly labeled with the identity of the hazardous substance(s) contained. These labels must be legible and not defaced. Each supervisor or foreman must ensure that all containers have the original manufacturers label, which contains the following information:

- Product identifier
- Signal word
- Hazard statement(s)
- Pictogram(s)
- Pre-cautionary statement(s)
- Supplier information

*OR*

Labels are not required on portable containers intended for the immediate use (within the same shift) of the person who performs the transfer. If secondary containers are used beyond a single work shift the container should be marked with a supplemental label including: product identifier, pictures, symbols, or a combination of those that provides at least general information about the hazard associated with the chemical.

Examples of secondary containers include measuring cups, transfer containers, mixing jugs, etc.

**Note:** As best management practice, supplemental labels can be listed in the same format as original label.

## **IV. ALTERNATE METHODS OF LABELING**

WBSO may use signs, placards, process sheets, batch tickets, operating procedures, individual product containers or other written materials instead of fixing labels to individual stationary containers. These methods must effectively convey the same information as the standard labeling process. The written materials must be readily available all employees in the work area throughout their shift.

## **V. SAFETY DATA SHEETS (SDS)**

SDSs containing the hazard and precautionary information required by the Hazard Communication Standard should be kept for each hazardous substance used on the job site. Copies of Safety Data Sheets for all hazardous chemicals that WBSO employees use should be readily available in the Department (physically or electronically), kept in the WBSO Department of Safety and Environmental Affairs (S&EA), and accessible by calling the Verisk/3E Company at (800) 451-8346.

SDSs will be available to all employees in their work area for review during each work shift. If SDSs are not available or new chemicals in use do not have an SDS, employees may not use the chemical, and they must immediately contact the safety department for approval.

New chemical-containing products that have not been screened by the safety department prior to ordering may not be used until a proper SDS is obtained. Old Safety Data Sheets (or any Material Safety Data Sheets) that are no longer applicable are to be removed from the SDS inventory.

Each SDS shall include the following information in the referenced order following the Globally Harmonized System (GHS):

1. Identification
2. Hazard(s) identification
3. Composition/information on ingredients
4. First aid measures
5. Fire-fighting measures
6. Accidental release measures
7. Handling and storage
8. Exposure controls/personal protection
9. Physical and chemical properties
10. Stability and reactivity
11. Toxicological information
12. Ecological information
13. Disposal considerations
14. Transport information
15. Regulatory information
16. Other information, including date of preparation or last revision

## **VI. LOCATING SAFETY DATA SHEETS**

If the manufacturer or distributor does not automatically provide a complete SDS with the chemical purchased, the supervisor should send a written request to the vendor. If the vendor does not provide an SDS, the problem should be reported to S&EA, who will contact the vendor and obtain the legally required SDS for the product in question.

## **PICTOGRAM AND HAZARDS**

The pictograms OSHA has adopted improve worker safety and health, conform with the GHS, and are used worldwide. While the GHS uses a total of nine pictograms, OSHA will only enforce the use of eight. The environmental pictogram is not mandatory but may be used to provide additional information. Workers may see the ninth symbol on a label because label preparers may choose to add the environment pictogram as supplementary information.

## HCS Pictograms and Hazards

|                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Health Hazard</b></p>  <ul style="list-style-type: none"> <li>• Carcinogen</li> <li>• Mutagenicity</li> <li>• Reproductive Toxicity</li> <li>• Respiratory Sensitizer</li> <li>• Target Organ Toxicity</li> <li>• Aspiration Toxicity</li> </ul> | <p><b>Flame</b></p>  <ul style="list-style-type: none"> <li>• Flammables</li> <li>• Pyrophorics</li> <li>• Self-Heating</li> <li>• Emits Flammable Gas</li> <li>• Self-Reactives</li> <li>• Organic Peroxides</li> <li>• Desensitized Explosives</li> </ul> | <p><b>Exclamation Mark</b></p>  <ul style="list-style-type: none"> <li>• Irritant (skin and eye)</li> <li>• Skin Sensitizer</li> <li>• Acute Toxicity (harmful)</li> <li>• Narcotic Effects</li> <li>• Respiratory Tract Irritant</li> <li>• Hazard Not Otherwise Classified (non-mandatory)</li> <li>• Hazardous to Ozone Layer (non-mandatory)</li> </ul> |
| <p><b>Gas Cylinder</b></p>  <ul style="list-style-type: none"> <li>• Gases Under Pressure</li> <li>• Chemicals Under Pressure</li> </ul>                                                                                                             | <p><b>Corrosion</b></p>  <ul style="list-style-type: none"> <li>• Skin Corrosion/Burns</li> <li>• Eye Damage</li> <li>• Corrosive to Metals</li> </ul>                                                                                                    | <p><b>Exploding Bomb</b></p>  <ul style="list-style-type: none"> <li>• Explosives</li> <li>• Self-Reactives</li> <li>• Organic Peroxides</li> </ul>                                                                                                                                                                                                       |
| <p><b>Flame Over Circle</b></p>  <ul style="list-style-type: none"> <li>• Oxidizers</li> </ul>                                                                                                                                                       | <p><b>Environment</b><br/>(non-mandatory)</p>  <ul style="list-style-type: none"> <li>• Aquatic Toxicity</li> </ul>                                                                                                                                       | <p><b>Skull and Crossbones</b></p>  <ul style="list-style-type: none"> <li>• Acute Toxicity (fatal or toxic)</li> </ul>                                                                                                                                                                                                                                   |

## **VII. EMPLOYEE INFORMATION AND TRAINING**

Employees that are working on WBSO property must complete the Hazard Communication through **Contract Services Administrative Trust Fund (CSATF)** Safety Pass Program or Warner Bros. Department Safety Officer (DSO) training. All training records must be documented and attendance lists maintained.

This course explains how to access information in order to reduce or eliminate the chance of injury or illness when using, handling, storing or disposing of hazardous substances. Topics include the OSHA Hazard Communication Standard, the Globally Harmonized System (GHS), classification of hazards, container labeling, and safety data sheets.

## **VIII. PROPOSITION 65**

The specified list of chemicals known to the State of California to cause cancer, birth defects, or other reproductive harm. These listed chemicals may be naturally occurring or synthetic, used as ingredients in materials and products, and/or generated as byproducts, emissions, and waste. WBSO S&EA will make sure that warnings are posted to affected personnel of recognized exposure hazards.

## **IX. HAZARDOUS NON-ROUTINE TASKS**

Employees may be assigned a potentially hazardous non-routine task. Before starting work on such projects, the Department Supervisor will consult with the WBSO Department of Safety and Environmental Affairs (S&EA) to ensure that each affected employee will be given appropriate safety information and protective equipment. Information regarding hazardous chemicals that an employee may be exposed to during such activity will be conveyed to the employee by S&EA or the Department Supervisor.

This information will include:

- The specific hazards that are anticipated
- Hierarchy of controls – substitution, ventilation, change of process, personal protective equipment, etc.
- A hazard assessment can be performed if requested

## **X. EMERGENCY SPILLS AND CLEANUPS**

The range and quantity of hazardous substances used in WBSO requires planning to respond safely to chemical spills. The clean-up of chemical spills should only be done by knowledgeable and experienced personnel who are familiar with the chemical hazards and safety precautions.

Don't clean up a spill when:

- You have not been trained to do so
- It is unsafe to do so
- The hazards of the spill chemical are unknown
- The quantity is large; more than 1 liter
- Equipment or materials to safely clean up the spill are not available
- Experiencing symptoms of overexposure

When assistance is required to clean up spills, contact S&EA at 818-954-2890 to report the incident. When reporting the spill, identify the location where the spill occurred, the material spilled, the amount spilled, a contact person, and whether there are any injuries. Stay at the site until the responder arrives only if it is safe to do so. If there is any signs of danger, evacuate the stage or building and call 818-954-3333.

Waste generated from a spill must be handled and disposed of as hazardous waste. If the waste is not known then further profile characterization will be performed by S&EA.

## **XI. PROGRAM REVIEW**

The WBSO Hazard Communication Program will be reviewed and updated periodically by S&EA to determine effectiveness in preventing employee exposures to hazardous materials and to maintain compliance with regulatory requirements.