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Memorandum

To: Cost Center Managers

From: Paul Gargano
Chief, Office of Management Services

Subject: New Hazard Communication Online Safety Course due December 1, 2013

The purpose of this memorandum is to announce the Occupational Safety and Health Management Branch, Department of the Interior (DOI) Learn, course called "Safety: USGS Hazard Communication – GHS." The course will provide training on the label elements and Safety Data Sheet (SDS) format necessary to be in compliance with the new Hazard Communication Standard (29 CFR 1910.1200). The standard is now aligned with the Globally Harmonized System of Classification and Labeling of Chemicals (GHS). Everyone who uses or is exposed to chemicals in laboratories, field work, or offices should take the course to learn about changes in labeling, safety data sheets, and the new classification system. For additional details please view the [Hazard Communication Safety Information Sheet](#).

I. DOI Learn Registration:

A. Employees can self-register for this safety training course in [DOI Learn](#) by completing the following steps:

1. Login using your Username and Password (if you have problems logging in call the DOI Learn Help Desk at 1-866-466-1998 or e-mail a t doilearn@sumtotalsystems.com
2. Copy and paste the following link into your browser:
<https://gm2.geolearning.com/geonext/doi/coursesummary.CourseCatalog.geo?id=120804>

or click on "Search the Catalog/Register for a Course" and "Continue to the Catalog" and type in: Safety: USGS Hazard Communication – GHS
3. Click "Enroll."

For questions related to this correspondence, please contact David Choiniere at dchoiniere@usgs.gov or 703-648-7553.

Inquiries regarding specific safety training requirements may be directed to your respective full-time Office of Management Services or Regional safety and health support staff.