



Chilliwack School District #33
Operations Division
Maintenance Department

Memo

To: All Site Health & Safety Committees
From: Roy Paul, Health and Safety Officer
Date: April 3, 2008
Re: **MSDSFETCH**

- As part of the Health and Safety Plan each school or site is to have Material Safety Data sheets (MSDS) for controlled products used in the school or site.
- The school district has purchased a service called MSDSFatch from the Vancouver School Board. They provide access to MSDS detail sheets for all district departments. MSDS detail sheets may be accessed in two ways (please refer to the attached information).
- It is the responsibility of each site/school to ensure that controlled products are incorporated into the Vancouver School Board MSDS data base. Please forward an original copy of the MSDS sheet to be added to the Health and Safety Officer c/o the maintenance department.
- Please notify the Health and Safety officer of any MSDS that is no longer required.
- It is the responsibility of each site/school to ensure that all employees are instructed in the use of MSDSFatch. All employees that work with an MSDS controlled product substance (s) must have access to a computer or fax machine to access MSDS sheets.
- If you require further clarification please contact me at roy_paul@sd33.bc.ca or at 604 792 4327.

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