



# Environment

I N F O R M A T I O N F R O M K O D A K

J-312 \$10.00

## *Personal Protective Equipment Requirements for Photographic Processing Facilities*



Protecting employees from potential harm when using equipment or in certain work situations is an important part of providing a safe workplace. While a photographic processing facility is typically considered a low hazard workplace, there are certain operations where employees need to be protected from potential hazards. An understanding of the potential sources and measures to protect employees from the hazards is an important element in the health and safety program at your facility.

The Occupational Safety and Health Act (OSHA) presents a framework of federal regulations that govern workplace safety.

These regulations are based on the principles that:

- Every employee has a need and a right to know the hazards in their workplace.
- Every employee has a need and a right to be protected from hazards in their workplace.

The OSHA Personal Protective Equipment (PPE) Standard was designed to ensure that employers evaluate hazards in the workplace so that they can select the proper safety equipment to protect employees from those hazards. Additional OSHA Standards cover:

- Eye and face protection
- Head and foot protection
- Hand protection
- Electrical protective equipment
- Respiratory protection

Kodak's health, safety, and environmental publications are available to help you manage your photographic processing operations in a safe, environmentally sound and cost-effective manner. This publication is part of a series of publications on health and safety issues affecting photographic processing facilities. It help you meet the requirements of the OSHA Personal Protective Equipment Standard.



This publication reviews how the OSHA PPE Standard may apply to a photographic processing facility. Also included are a recommended compliance process and a self-assessment checklist to assist you in building or reviewing your current program.

Employers have the responsibility to implement and maintain an effective Personal Protective Equipment Program. They also need to provide protective equipment whenever it is necessary to protect employees from process hazards, or chemical hazards that may cause injury through inhalation or physical contact.

## EMPLOYER RESPONSIBILITY FOR PPE

Employers have the responsibility to:

- Assess the workplace to determine what hazards are present
- Select and provide appropriate PPE that properly fits and protects against the hazards identified for each affected employee
- Communicate to employees which PPE was selected and why it is required
- Ensure that employees use the PPE provided
- Maintain PPE in a sanitary and reliable condition
- Replace PPE when it becomes damaged or defective
- Train employees

## COMPLIANCE REQUIREMENTS FOR PHOTOGRAPHIC PROCESSING FACILITIES

### HAZARD ASSESSMENT

Each facility must have a hazard assessment performed. The purpose of the assessment is to determine if hazards are present, or are likely to be present, which require the use of PPE. A hazard assessment must be certified in writing and include:

- an evaluation of the workplace
- the name of the person certifying that an evaluation has been performed
- the date(s) the assessment was performed
- identification of the list of hazards found in the assessment (including sources of electrical hazards and the physical layout of the workplace)

A person or team of people familiar with the operation of your facility should conduct the hazard assessment under normal operating conditions. You do not need to hire a consultant or certified professional to perform the assessment. Examine the tasks employees perform and determine if each task presents a hazard.

Once the assessment is complete, organize and analyze the data.

Review each basic hazard category to determine:

- what type of hazard is present
- the level of employee risk associated with that hazard
- the potential injury or illness that could result from that hazard

You should consider if more than one type of hazard may exist for a certain job function. The hazard assessment should also determine the PPE requirements for employees or others (such as visitors, vendors, and contractors) who do not routinely work in the area but may occasionally walk through an area where PPE is required.

| Sources of Potential Hazards                          | Examples in Photographic Processing Facilities                                                                 |
|-------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|
| Motion (such as impact, penetration, and compression) | Processors, maintenance equipment, & fork lift operations where movement of tools or machine parts could exist |
| High Temperature                                      | Furnaces, heaters, welding equipment                                                                           |
| Chemical Exposure                                     | Loading docks, chemical mixing areas, processing areas, silver recovery areas, and spray booths                |
| Light Radiation                                       | Welding, furnaces, high intensity lights                                                                       |
| Falling objects or potential falling objects          | Storage areas, loading docks, and areas where stacked objects could fall                                       |
| Rolling or Pinching                                   | Process rollers, forklifts, and equipment on wheels                                                            |

Once you have analyzed the assessment, **select the appropriate PPE** for that hazard. If you need guidance in analyzing the data, you can contact your local safety supply company, insurance company, Kodak, or refer to your Material Safety Data Sheet. The employer needs to be certain that the PPE selected offers a level of protection that is greater than the minimum hazard that you are trying to protect against.

#### ✓ Compliance Review

Perform, document, and certify a facility hazard assessment. Select appropriate PPE.

## PPE MAINTENANCE AND INSPECTION

Personal protective equipment must be maintained in good working condition. Proper care and storage, along with routine inspections, ensure that PPE is in good working condition. Damaged or defective PPE must be properly discarded. Employees should be trained on how to properly maintain and inspect PPE for defects and damage. For additional training requirements, see page 6.

## PPE REQUIREMENTS

The following section serves as a guide to individual PPE requirements in a photographic processing facility. In addition to the general PPE requirements, there are specific requirements for each type of personal protective equipment. Included are hazard conditions that require the use of certain types of personal protective equipment and specific design requirements.

## EYE AND FACE PROTECTION



Protective equipment for the eyes and face is required when employees are exposed to hazards from flying particles, liquid chemicals, chemical gases and vapors and potentially injurious light radiation (such as lasers and welding operations). Employees who work with or around photographic processing chemicals (both concentrates and working strength) need to protect their eyes and face from possible chemical splashes. Also, maintenance and janitorial employees may need to protect their eyes and face from flying particles, light radiation, and chemicals.

Typical eye and face protection for photographic processing facilities includes:

| Operations Where Eye and Face Hazards are Typically Encountered            | Typical Eye/Face Protections                                                                           |
|----------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|
| Chemical mix areas, silver-recovery areas                                  | Safety glasses (with side shields) or goggles that protect against splashes                            |
| Processing areas (that do not involve processor cleaning, chemical mixing) | Safety glasses (with side shields)                                                                     |
| Maintenance operations                                                     | Eye/face protection with side shields that protect against flying objects, light, or chemical exposure |

When purchasing PPE from your safety equipment vendor, be sure that all eye and face protection meets or exceeds the requirements of ANSI Standard Z87.1-1989, "American National Standard Practice for Occupational and Educational Eye and Face Protection." The eye and face protection must be distinctly marked to identify the manufacturer of the PPE.

## EMPLOYEES WITH PRESCRIPTION EYEWARE

Employees required to wear eye and face protection who also need prescription lenses have the option of: 1) incorporating the prescription into the design of the PPE, or 2) wearing eye protection that can be worn over the prescription lenses that does not interfere with the protective equipment.

## EYE AND FACE PPE MAINTENANCE AND DISPOSAL

Eye and face protection should be maintained in sanitary conditions. Use a damp soft cloth to clean glasses or goggles. When cleaning, avoid the use of abrasive materials to prevent scratches. Store in a clean container.

Inspect eye and face protection routinely. Worn, broken, and scratched PPE weaken the material and obstruct vision. Replace PPE when it displays any of these defects. Normally, you can discard eye and face protection with the regular trash. However, if it is chemically contaminated and cannot be cleaned, handle it using the disposal procedure that applies to that specific chemical.

#### ✓ Compliance Review

Select appropriate ANSI-approved eye and face protection for affected employees based on a facility hazard assessment.

## HAND PROTECTION

Personal protective equipment is required when employees' hands may be exposed to chemical hazards, or at risk for severe abrasions, cuts, punctures, lacerations, or burns. Employees who work with photographic processing chemicals (both concentrate and working strength) should protect their hands from any chemical contact.



Select gloves based on an evaluation of how well the glove will hold up relative to the job function being performed. Consider the following factors when selecting the appropriate PPE for chemical exposure:

- **Thickness:** The thicker the hand protection, the longer it will take for the chemical to break through or permeate the inside of the PPE.
- **Chemical Resistance:** Chemicals can react with or permeate materials at different rates. Select materials that are impervious to the chemicals that employees use.
- **Quality of Construction:** It is important to inspect gloves prior to use. Check for pinholes or physical defects that could have an impact on user safety.
- **Degradation:** It is important to check gloves for changes in their physical properties as a result of contact with a chemical. This can include discoloration, loss of physical strength or deterioration.

**Neoprene** is the glove material typically used with photographic processing solutions (both concentrate and working strength). Nitrile gloves may also be used with

working strength solutions. However, neoprene or nitrile may not be the appropriate glove material for use with all chemicals in your facility. If you use solvent-based chemicals or formaldehyde-based solutions, check with your glove manufacturer to determine the appropriate glove material.

**Note:** Latex gloves are not recommended for working with photographic processing solutions.

### GLOVE MAINTENANCE AND DISPOSAL

Keep gloves clean and store them out of direct sunlight to prevent degradation. Store chemically resistant gloves flat, not folded, so they do not develop kinks or cracks that could allow chemicals to penetrate more easily. Discard disposable gloves after each use.

Inspect gloves before each use for cracks, holes, and leaks. Replace gloves whenever they show physical defects or degradation, or are permanently stained.

Normally, you can throw out uncontaminated gloves with the regular trash. If gloves are chemically contaminated and cannot be cleaned, handle them using the disposal procedure that applies to that specific chemical.

#### ✓ Compliance Review

Select appropriate hand protection for employees based on a facility hazard assessment.

## HEAD PROTECTION

Head protection must be provided to employees who are working in areas where there is the potential for head injury from or exposure to:

- falling objects
- electrical shock

Examples where head protection (such as hard hats) may be required in photographic processing facilities are warehouse operations, storage facilities, and industrial x-ray sites. This standard does not apply to areas under construction.

Construction sites have specific requirements under OSHA that are not addressed in this publication.

When purchasing hard hats from your safety equipment vendor, be sure that they meet or exceed the requirements of ANSI Standard Z89.1-1986, "American National Standards for Personal Protection—Protective Headware for Industrial Workers—Requirements."

### HEAD PPE MAINTENANCE DISPOSAL

Keep protective headware clean and follow manufacturer's instructions for cleaning. Store PPE in a clean, dry area that is not exposed to extreme temperatures, humidity, or direct sunlight to prevent degradation of protective headware.

Inspect protective headware before each use and replace it if it shows cracks in the shell, the suspension lacks flexibility, or the shell is discolored. Consult the manufacturer's recommendations for replacement schedule. Replace PPE that has withstood a significant impact.

Normally, you can throw out protective headware with the regular trash. If it is chemically contaminated and cannot be cleaned, handle it using the disposal procedure that applies to that specific chemical.

#### ✓ Compliance Review

Select appropriate head protection for employees based on a facility hazard assessment.

## FOOT PROTECTION

Foot protection must be provided to employees who are working in areas that have the potential for injury from:

- falling or rolling objects
- objects that could pierce the sole of a shoe
- potential electrical hazards

When purchasing safety shoes from your safety equipment vendor, be sure that they meet or exceed the requirements of ANSI Standard Z41-1991, “American National Standards for Personal Protection—Protective Footwear for Industrial Workers—Requirements.”

## FOOT PPE MAINTENANCE AND DISPOSAL

Always store footwear in a clean, dry place. Allow wet footwear to dry at room temperature before storing. You may need to replace footwear if they become contaminated. Replace or repair footwear when it is worn out or defective.

Normally, you can throw out protective footwear with the regular trash. If it is chemically contaminated and cannot be cleaned, handle it using the disposal procedure that applies to that specific chemical.

### ✓ Compliance Review

Select appropriate foot protection for affected employees based on a facility hazard assessment.

## PROTECTIVE CLOTHING



While not specifically included in the OSHA PPE standard, OSHA provides guidance on body protection. The body should be protected from:

- fire and heat exposures
- cuts and abrasions
- chemicals
- dusts and other splashes

Typically, in a photographic processing facility, chemically resistant aprons (materials composed of neoprene) are recommended for employees working with photographic processing chemicals who may be exposed to chemicals through use or accidental splashes.

## RESPIRATORY PROTECTION

Respiratory protection is required when engineering or administrative controls (such as ventilation and process modifications) do not successfully eliminate respiratory hazards from job functions that involve air contaminants.

Respiratory protection may be required when a chemical spill occurs or if accidental incompatible chemical mixing occurs. If an

emergency chemical spill or leak occurs, evaluate your facility for possible exposure to:

- dusts
- fog
- fumes
- mists
- gases
- smokes
- sprays
- vapors

Implement feasible engineering and administrative controls to eliminate respiratory hazards. Engineering controls may include the enclosure or confinement of an operation, general and local ventilation, and material substitution. Administrative controls may include limiting employee exposure to the air contaminants, or posting signs or other mechanisms that limit or warn of potential exposures.

Typically, most photographic processing operations do **not** require the use of respirators. You need to determine, based on your facility’s hazard assessment, if respirators are required.

**Note:** Odor is not an adequate indicator of hazard.

Employers have the responsibility to have a Respiratory Protection Program if they fall under one of the following categories:

1. Respirators are required under OSHA to protect the health and safety of affected employees based on hazards present in the work area.
2. Respirators are **not** required under OSHA, but employers may choose to make respirators available to employees for their personal comfort in performing their job function. (OSHA considers single-use dust masks [filtering face pieces] to be respiratory protection, so some respirator requirements apply even to dust masks.)

Areas in photographic processing facilities where respirators may be required are:

- Photographic processing facilities that are using photographic processing solutions containing formaldehyde *and* have employees exposed to formaldehyde above the OSHA permissible exposure limit of 0.75 ppm 8-hour Time Weighted Average (TWA). If you follow recommended handling, ventilation, and instructions for use from the manufacturer, you will not typically need a respirator. This information is typically found in the Material Safety Data Sheet. For more information on OSHA's Formaldehyde Standard requirements, visit Kodak on-line at: [www.kodak.com/go/kes](http://www.kodak.com/go/kes).
- Maintenance operations where employees may be exposed to harmful dusts or other harmful airborne contaminants.
- Photographic processing facilities where paint or lacquer spray booths are used.

If you use respirators in your facility, refer to Appendix A for information on OSHA's Respiratory Protection Program.

## EMPLOYEE-OWNED EQUIPMENT

Even if employees provide their own PPE, it is the employer's responsibility to ensure that the PPE provides adequate protection from the hazard, is well maintained, and in good sanitary condition.

## POSTING SIGNS

It is a good idea to post signs in the facility to communicate where and when PPE is required. Signs serve as an effective communication tool for those employees who work in the area, as well as for employees or other people (such as visitors, vendors, and contractors) who do not routinely work in the area.



## EMPLOYEE TRAINING

Training is required for any employee who is required to use PPE. There are no specific requirements on how the training must be given. Training can be done one-on-one, in group presentations, or through video tapes or workbooks that guide the employee through the information.

Training must be conducted:

- *Prior to performing a job that requires PPE.* Training must be conducted for new employees required to wear PPE or current employees who may be reassigned to a new job function that requires different PPE. You must train employees before they begin their assignment.
- *Prior to introducing a new type of PPE.* Train employees when you change the type of PPE in use. This training must be done before the employees use the new PPE.
- *Prior to introducing new hazards requiring PPE.* This requirement includes any new processes that require PPE.

- *When an employee demonstrates that their knowledge or use of PPE is inadequate.* Re-train employees whenever their behavior suggests that they do not fully understand how to properly use PPE.

Annual PPE training is not required by OSHA. However, you may want to conduct annual re-training to refresh your employees' knowledge of PPE.

Training **must** include:

- When PPE is needed
- What type of PPE is needed
- The limitations of the PPE
- How to put on, take off, adjust, and wear PPE
- Proper care and maintenance of the PPE
- Useful life of the PPE and how to dispose of PPE
- Employee demonstration that they understand the training. You can give employees a quiz, and have them demonstrate how to put on, adjust, and wear the PPE.

Employers are required to maintain certified training records. These records must include:

- Employee name
- Date of training
- Subject of training
- Verification of effectiveness.

Again, this may be accomplished through a quiz and/or employee demonstration of how to put on, adjust and wear PPE.

## TRAINING FOR EMPLOYEE-OWNED PPE

OSHA makes no distinction between training requirements for employer-provided or employee-provided PPE. If employees provide their own PPE, the employer must assure that the PPE is adequate, including proper maintenance and sanitation, and that the employees demonstrate how to properly use PPE.

### Summary of PPE Training Requirements

- Conduct training:
  - Prior to the employee performing a job that requires PPE
  - Prior to introducing the employee to a new type of PPE
  - Whenever an employee demonstrates that their knowledge of or use of PPE is inadequate
- Training covers:
  - When PPE is needed
  - What type of PPE is needed
  - The limitations of the PPE
  - How to put on, adjust, and wear PPE
  - Proper care and maintenance of PPE
  - Useful life and disposal of PPE
  - Employee demonstration that they understand the training
- Maintain written, certified training records verifying the effectiveness of the training.

### Summary of PPE Recordkeeping Requirements

- Maintain a copy of the written Facility Hazard Assessment and certification
- Maintain written, certified training records verifying the effectiveness of the training
- Maintain a written Respiratory Protection Program (if required based on your facility hazard assessment)

## RECOMMENDED COMPLIANCE PROCESS FOR A PHOTOGRAPHIC PROCESSING FACILITY

The following is provided to assist your facility in meeting OSHA's requirements for the PPE Standard. You may want to assign responsibility for specific tasks to ensure that your program is kept up-to-date. Some steps include recommendations not required by OSHA, but it may be helpful in ensuring that your program is comprehensive. You may choose to follow a different process.

1. Become familiar with the types of PPE available, what its capabilities are, and its limitations. Safety equipment catalogs often provide valuable information.
2. Perform a hazard assessment by walking through your facility while normal operations are taking place. Read through the Material Safety Data Sheets and have them available. Examine the tasks employees perform and determine if the tasks present a potential hazard from:
  - impact
  - penetration
  - compression
  - chemical
  - heat
  - dust
  - light (optical) radiation
3. Note the sources of the hazards:
  - equipment or machines
  - workplace layout and work flow
  - electrical hazards
4. Introduce any practical engineering controls which can eliminate hazards. For example, install a better ventilation system that eliminates the need for respiratory protection.
5. Review your OSHA 200 log (record of injury and illnesses), if you maintain these records, to determine if additional PPE may be required based on the information contained in this report.
6. Select PPE which is necessary to protect your employees from the hazards identified from your hazard assessment. Create a chart listing workplace hazards that can be reduced by the use of PPE, and identify the type of PPE that is appropriate for each hazard.
7. Certify that a Facility Hazard Assessment has been performed. This step is a self-certification and can be completed by the person responsible for the hazard assessment. You do **not** have to hire a consultant for this.

8. Inventory the PPE you currently have available in the facility and determine if it is appropriate or if additional PPE is required.
9. Purchase any additional PPE required to meet the needs that were determined by the Facility Hazard Assessment. Select PPE sized to fit those employees who will be required to wear it. (The PPE manufacturer will have guidance on sizing.) Retain manufacturer's technical information pertaining to the PPE you purchased for future reference. Maintain this information for as long as the PPE is in use at your facility.
10. Establish a system to maintain the supply of PPE.
11. Train each employee to use the PPE assigned to them. Refer to "Employee Training Requirements" for details on what must be covered in PPE training. Have the employees demonstrate knowledge of this material after they are trained. Certify that each employee has been trained to use each type of personal protective equipment necessary for any job they perform. Require the employee's signature on the training certification as verification of his/her understanding of the PPE training.
12. Re-train employees:
  - Whenever their behavior suggest that they may not fully understand how to properly use PPE
  - Whenever they are reassigned to a new area with different PPE requirements
  - Whenever a new hazard requiring PPE is introduced
  - Whenever a new type of PPE is adopted
  - Annually, to refresh employees' knowledge of PPE
13. Post signs in all work areas where PPE is required.
14. Enforce the use of PPE where it is required.
  - Review the PPE requirements for your facility with supervision and management
  - Management must enforce your facility's PPE program and determine appropriate disciplinary action for employees who fail to comply
15. Reassess hazards in the workplace whenever changes in the workplace occur or if accidents or illnesses occur that illustrate that the PPE currently in use is not appropriate based on the original hazard assessment. Note: non-routine tasks must undergo a hazard assessment before they are performed, unless these tasks were covered under the original hazard assessment.
16. Review all compliance process steps annually to ensure that your facility's PPE Program reflects any changes in requirements, operations, and personnel.



## SELF-ASSESSMENT CHECKLIST

Use this checklist as an aid for assessing your compliance and identifying areas for improvement within your photographic processing facility's PPE program.

|                                                                                                                                   | Yes                      | No                       |
|-----------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|
| • The facility has a Written Hazard Assessment and Certification                                                                  | <input type="checkbox"/> | <input type="checkbox"/> |
| • PPE is available as determined by the Facility Hazard Assessment                                                                | <input type="checkbox"/> | <input type="checkbox"/> |
| • The facility has up-to-date documentation verifying that all employees required to use PPE are trained                          | <input type="checkbox"/> | <input type="checkbox"/> |
| • PPE training records include employee's name, date of training, subject of training, and verification of training effectiveness | <input type="checkbox"/> | <input type="checkbox"/> |
| • PPE selected properly fits employees and is properly maintained                                                                 | <input type="checkbox"/> | <input type="checkbox"/> |
| • If respirators are used, a written Respiratory Protection Program is in place                                                   | <input type="checkbox"/> | <input type="checkbox"/> |

## REGULATORY REFERENCES

| Subject                         | OSHA Standard                                 |
|---------------------------------|-----------------------------------------------|
| General Requirements            | 29 CFR 1910.132                               |
| Hazardous Assessment            | 29 CFR 1910.132(d)<br>Appendix B to Subpart I |
| Eye and Face Protection         | 29 CFR 1910.133                               |
| Respiratory Protection          | 29 CFR 1910.134                               |
| Head Protection                 | 29 CFR 1910.135                               |
| Foot Protection                 | 29 CFR 1910.136                               |
| Electrical Protective Equipment | 29 CFR 1910.137                               |
| Hand Protection                 | 29 CFR 1910.138                               |

To obtain copies of the personal protective equipment standards that are referred to in the OSHA PPE Standard, write to:

American National Standards Institute (ANSI)  
11 W 42nd St.,  
New York, NY 10036

American Society for Testing and Materials (ASTM)  
1916 Race St.,  
Philadelphia, PA 19103

## APPENDIX A

### RESPIRATORY PROTECTION PROGRAM

If respirators are used in your facility, you must provide the appropriate respirators for employees. You also must develop and maintain a written Respiratory Protection Program. This written program must include:

- Guidelines for selecting and using respirators. Respirators are selected based on the hazard present, workplace and user factors. All respirators must be certified by the National Institute of Occupational Safety and Health (NIOSH).
- Employee training on proper use, care, and limitation of respirators.
- Procedure for regular cleaning and disinfecting of respirators (shared respirators must be thoroughly cleaned after each use).
- Instructions for proper storage. Respirators must be stored in a convenient, clean, and sanitary location.
- Procedure for inspecting respirators. Respirators for emergency purposes must be inspected at least once per month, as well as before and after each use.
- Surveillance of work area conditions to ensure employee protection is adequate.
- Routine inspection and evaluation of Respirator Protection Program to ensure its continued effectiveness.
- Initial medical review before employees are assigned to tasks requiring respirators: Additional medical reviews may be initiated by the employee, medical personnel, supervisor or respiratory protection administrator due to changes in health or the workplace.
- Procedure for respirator use in emergency situations, if you choose to train your employees in emergency response.

### RESPIRATOR USE AND TRAINING REQUIREMENTS

- A qualified respiratory program administrator must be designated to oversee the program.
- Training and fit testing must be conducted by competent personnel.
- Each user must be instructed and trained in the selection, use, and maintenance of respirators annually.
- Each user must be fit-tested annually to ensure adequate protection.
- Each user must receive fitting instructions, including demonstrations and practice in how to wear the respirator, how to adjust it, and determine if it fits properly.
- Qualified individuals must perform frequent random inspections to assure that respirators are properly selected, used, cleaned, and maintained.

#### ✓ Compliance Review

Determine, based on a facility hazard assessment, if the OSHA respiratory protection requirements apply to your facility.

If the OSHA respiratory protection requirements apply to your facility:

- Select appropriate **respiratory protection** for affected employees based on a facility hazard assessment.
- Obtain medical approval for employee respirator use.
- Develop and maintain a written Respiratory Protection Program
- Train affected employees on the specific requirements in the Respiratory Protection Program.
- Develop a program for respirator maintenance and care.

## MORE INFORMATION

If you have environmental or safety questions about Kodak products or services, contact Kodak Environmental Services at 1-716-477-3194, between 8 a.m. and 5 p.m. (Eastern time) or visit KES on-line at [www.kodak.com/go/kes](http://www.kodak.com/go/kes).

Kodak also maintains a 24-hour health hotline to answer questions about the safe handling of photographic chemicals. If you need health-related information about Kodak products, call 1-716-722-5151.

For questions concerning the safe transportation of Kodak products, call Kodak Transportation Services at 1-716-722-2400.

Additional information is available on the Kodak website and through the U.S.A./Canada faxback systems.

The products and services described in this publication may not be available in all countries. In countries other than the U.S., contact your local Kodak representative, or your usual supplier of Kodak products.

The following publications are available from Kodak Customer Service or from dealers who sell Kodak products.

|       |                                                                                        |
|-------|----------------------------------------------------------------------------------------|
| J-311 | <i>Hazardous Communication for Photographic Processing Facilities</i>                  |
| J-313 | <i>Occupational Noise Exposure Requirements for Photographic Processing Facilities</i> |
| J-314 | <i>Indoor Air Quality and Ventilation in Photographic Processing Facilities</i>        |
| J-315 | <i>Special Materials Management in Photographic Processing Facilities</i>              |
| J-316 | <i>Emergency Preparedness for Photographic Processing Facilities</i>                   |
| J-317 | <i>Injury and Illness Management for Photographic Processing Facilities</i>            |

For more information about Kodak Environmental Services, visit Kodak on-line at:  
[www.kodak.com/go/kes](http://www.kodak.com/go/kes)

Many technical support publications for Kodak products can be sent to your fax machine from the Kodak Information Center. Call:  
U.S. 1-800-242-2424, Ext. 33 / Canada 1-800-295-5531  
—Available 24 hours a day, 7 days a week—

If you have questions about Kodak products, call Kodak.  
In the U.S.A.:  
1-800-242-2424, Ext. 19, Monday–Friday  
9 a.m.–7 p.m. (Eastern time)  
In Canada:  
1-800-465-6325, Monday–Friday  
8 a.m.–5 p.m. (Eastern time)



This publication is a guide to the Federal Health and Safety Regulations that apply to a typical photographic processing facility. Local or state requirements may also apply. Verify the specific requirements for your facility with your legal counsel.

The photographs in this publication were taken with a KODAK PROFESSIONAL DCS 420 Camera.



**EASTMAN KODAK COMPANY • ROCHESTER, NY 14650**

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