

Compliance & Operations

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Some Hard Truths...

- ③ Business has one job – provide return to stockholders (profit).
- ③ People are not assets.
 - ③ Like energy; important, but not assets.
- ③ Anything that does not generate profit is a distraction; and thus lower priority.

So what?

- ③ Hard truths dictate corporate behavior.
- ③ That's it.
- ③ To provide effective support, we need to abide these truths.



Systemic Approach

COMPLIANCE MUST BE PROFITABLE

Why Systems Matter - Regulatory

- ③ Reduce costs associated with regulatory audits (time / expense)
- ③ Eliminate penalties for non-compliance with regulation
- ③ Data collection / revision control / alerts
- ③ Automation of reporting for various agencies:
 - ③ Industry Regulatory Agencies
 - ③ OSHA
 - ③ Health Department
 - ③ etc.

Why Systems Matter - Operations

- ③ Reduce costs associated with on-boarding
 - ③ Time spent by other staff
 - ③ Mistake minimization
- ③ Standardization of operations incorporating the most efficient processes
- ③ Effective and efficient oversight
 - ③ Automated data capture & reporting
 - ③ Snapshot & drill-down detail
 - ③ Workflow management

Why Systems Matter - Growth

- ③ Quick and efficient document preparation for licensure
- ③ Rapidly implement best-practice processes
- ③ Standardization across the enterprise
- ③ Reduce pressure / stresses on staff and management during commissioning

Elements

Policies & Procedures

Developed in a manner that incorporates:

1. Proven best practices
2. Regulatory requirements
3. Clear and comprehensive steps
4. Revision Tracking
5. Approval process
6. Verification of understanding

Compliance becomes part of the operation

03.03 Safety Data Sheets

Edited by: D White Date created: November 3, 2020 Approve

Purpose: Safety Data Sheets (SDS) are informational forms provided by the manufacturer of each and every chemical used in our facility. SDS provided information including safe handling of the material, safe use of the material, and emergency protocols to be followed in the event of an injury involving the material.

This document has not yet been approved.

1.0 PURPOSE
2.0 OVERVIEW
3.0 SAFETY DATA SHEETS

1.0 PURPOSE

Safety Data Sheets (SDS), formerly known as Material Safety Data Sheets (MSDS), are informational forms provided by the manufacturer of each and every chemical used in our facility. The SDS provided information including, but not limited to, the chemical composition of the material, the chemical reactivity of the material, safe handling of the material, safe use of the material, and emergency protocols to be followed in the event of an injury involving the material. We are required to have on site and available for inspection and review a current SDS for each chemical, feed solution, or other solution used in our facility.

2.0 OVERVIEW

Wikipedia defines and describes an SDS as follows:

"A **safety data sheet (SDS)**, **material safety data sheet (MSDS)**, or **product safety data sheet (PSDS)** is an important component of product stewardship, occupational safety and health, and spill-handling procedures. SDS formats can vary from source to source within a country depending on national requirements. SDS's are a widely used system for cataloging information on chemicals, chemical compounds, and chemical mixtures. SDS information may include instructions for the safe use and potential hazards associated with a particular material or product. The SDS should be available for reference in the area where the chemicals are being stored or in use. There is also a duty to properly label substances on the basis of physicochemical, health and/or environmental risk. Labels can include hazard symbols such as OSHA, UI, or European Union standard symbols.

An SDS for a substance is not primarily intended for use by the general consumer, focusing instead on the hazards of working with the material in an occupational setting.

It is important to use an SDS specific to both country and supplier, as the same product (e.g. paints sold under identical brand names by the same company) can have different formulations in different countries. The formulation and hazard of a product using a generic name may vary between manufacturers in the same country."

This procedure is written in accordance with OSHA 1910.120, NRS 453A.352, NRS 453D.300, NAC 453A.408, and NAC 453D.352. More information regarding the SDS system and current requirements of the Occupational Safety and Health Administration's (OSHA) Hazard Communication Standard Program can be found [here](#).

3.0 SAFETY DATA SHEETS

Show 25 entries

Product Name	Generic / Common Name	Safety Data Sheet	Manufacturer	Issued Date	Upload Date	Uploaded By
Cleaning - General						
Windex Original Glass Cleaner	Windex	Windex SDS.pdf	SC Johnson & Son, Inc.	01/22/2019	01/07/2021 08:18 PM	D White

Showing 1 of 1 entries

To add a new SDS, use [Form 03.03 - Submit New SDS](#)

I confirm I have read this.

Training

Training is foundational to a well-run enterprise. Essential elements include:

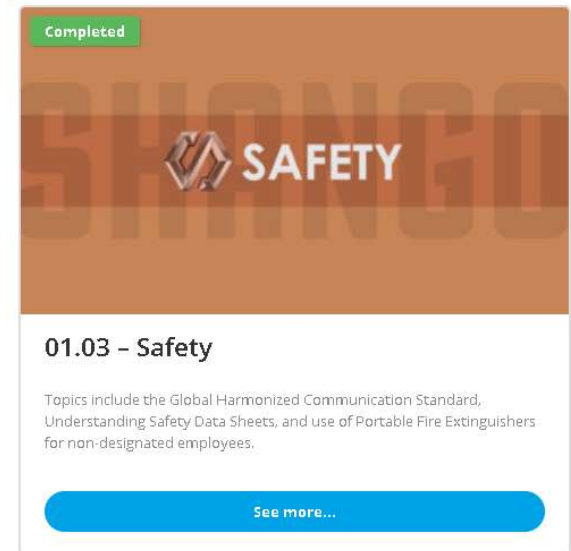
- ③ Introduction to general concepts
- ③ Review of job-specific tasks and skills
- ③ Testing to verify understanding
- ③ Hands-on instruction
- ③ Method to record and report progress & completion

Deployed properly, this can:

- ③ Reduce time to competence
- ③ Lower costs associated with OJT
- ③ Minimize exposure to compliance-related penalties

Training and Qualification

[Home](#) » [Training and Qualification](#)



Completed

SHANGO SAFETY

01.03 - Safety

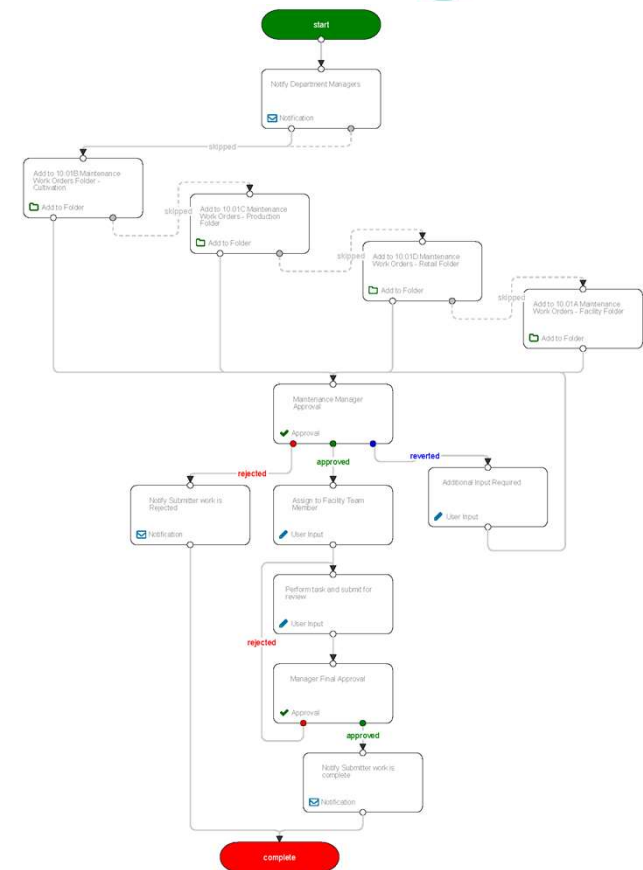
Topics include the Global Harmonized Communication Standard, Understanding Safety Data Sheets, and Use of Portable Fire Extinguishers for non-designated employees.

[See more...](#)

Workflow Management

Workflow coordination efficiently communicates and tracks productivity by:

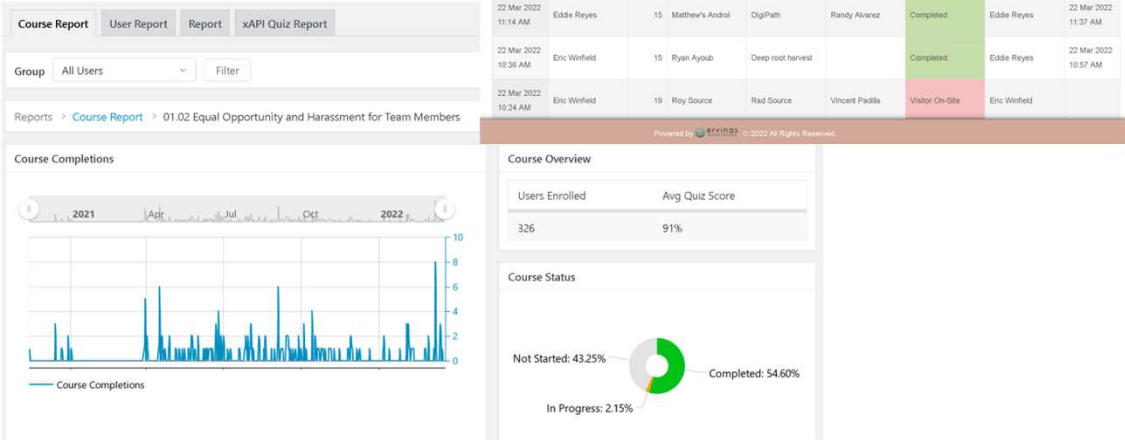
- ☉ Clearly delegating responsibilities to staff members
- ☉ Ensuring data is collected completely
- ☉ Centralizes the data store
- ☉ Allows for reports to be purpose-built
- ☉ Integrates homogenous processes across locations
- ☉ Enforces adherence to established protocols



Reporting

Systems are become useless without the ability to track trends or verify adherence to established guidelines.

- ⌚ Must provide information useful to the viewer
- ⌚ Allow the ability to drill down into data
- ⌚ Method for exporting information when needed
- ⌚ Allow regulatory review without sacrificing enterprise data propriety
- ⌚ Segregation and aggregation of information



The dashboard displays the following components:

- Course Report** (Selected): User Report, Report, xAPI Quiz Report
- Group:** All Users (Filter)
- Reports:** Course Report > 01.02 Equal Opportunity and Harassment for Team Members
- Course Completions:** A bar chart showing completion trends from 2021 to 2022.
- Course Overview:**
 - Users Enrolled: 326
 - Avg Quiz Score: 91%
- Course Status:**
 - Not Started: 43.25%
 - In Progress: 2.15%
 - Completed: 54.60%
- 04.01 Visitor Log Table:**

Check-In	Checkin SO	Badge	Visitor Name	Visitor Org	Visited Team Member	Checkout Verification	Checkout SO	Check-Out
22 Mar 2022 02:23 PM	Eric Winfield	15	Jennifer Deepeler	Rove		Completed	Jakeel Al	22 Mar 2022 02:52 PM
22 Mar 2022 01:20 PM	Eric Winfield	46	Nick Canuso	Pac Pro	Myron Davis	Completed	Eric Winfield	22 Mar 2022 01:39 PM
22 Mar 2022 01:13 PM	Eric Winfield	17	Fabian Pino	Interview	Tori Martin	Completed	Jakeel Al	22 Mar 2022 02:26 PM
22 Mar 2022 01:00 PM	Eric Winfield	21	Luis Sols	Matrix	Eric Winfield	Visitor On-Site	Eric Winfield	
22 Mar 2022 11:45 AM	Eddie Reyes	15	Ryan Malloy	Redwood		Completed	Eddie Reyes	22 Mar 2022 11:58 AM
22 Mar 2022 11:15 AM	Eddie Reyes	29	Patrick Sherman	Wyld		Completed	Eddie Reyes	22 Mar 2022 11:44 AM
22 Mar 2022 11:14 AM	Eddie Reyes	15	Matthew's Androl	DigiPath	Randy Alvarez	Completed	Eddie Reyes	22 Mar 2022 11:37 AM
22 Mar 2022 10:36 AM	Eric Winfield	15	Ryan Ayoub	Deep root harvest		Completed	Eddie Reyes	22 Mar 2022 10:57 AM
22 Mar 2022 10:24 AM	Eric Winfield	19	Roy Source	Rad Source	Vincent Padilla	Visitor On-Site	Eric Winfield	

Symbiosis of Compliance & Hard Truths

A well executed, **SYSTEMATIC** approach to operations includes by design:

- ⊖ Efficiency – Best Practices
- ⊖ Safety: Equipment & Personnel
- ⊖ Mechanisms for Feedback & Improvement
- ⊖ Minimum Standards for Performance; limit liability
- ⊖ Easy Dissemination & Access to Information

Compliance is *Integral* to efficient operations,
not *Incidental*.

THANK YOU FOR YOUR TIME!

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