

LOS ANGELES UNIFIED SCHOOL DISTRICT  
Office of Environmental Health and Safety

Reference Guide No. REF-1563.4

ATTACHMENT A

**CHEMICAL SAFETY COORDINATOR APPOINTMENT**

Each school with a science or chemistry laboratory is required to have a trained member of the professional staff designated as Chemical Safety Coordinator (CSC). The CSC is responsible for the safe use, storage, and disposal of chemicals, the maintenance of an annual chemical inventory, and the training of school staff on the subject of chemical safety.

Please complete this form and return to the Office of Environmental Health and Safety by **August 31st of each year.**

School Name: \_\_\_\_\_ Date: \_\_\_\_\_

The Chemical Safety Coordinator appointed for the fiscal year beginning July 1 and ending June 30 of the following year is: \*

\_\_\_\_\_/Employee #: \_\_\_\_\_

The Chemical Safety Coordinator's telephone number is: \_\_\_\_\_

The Chemical Safety Coordinator's e-mail address is: \_\_\_\_\_

\_\_\_\_\_  
Site Administrator

Mail to: Office of Environmental Health and Safety  
333 South Beaudry Avenue, 21<sup>st</sup> Floor  
Los Angeles, CA 90017

E-mail to: CSC@lausd-oehs.org

Fax to: (213) 241-6816

If you have any questions regarding this matter, please contact OEHS at (213) 241-3199.

\* If more than one CSC, complete two forms and indicate track/semester of coverage.