

Right to Know Central File

Pursuant to NJAC 8:59-7.2(d), a public employer shall, upon written request, provide an employee or employee representative with a copy of a Right-to-Know Survey, appropriate Hazardous Substance Fact Sheet(s) (HSFS), and, if applicable, Safety Data Sheets (SDS) at no cost. This information shall be provided as soon as possible, but at the latest, within five (5) working days of the request. For a mixture, a public employer shall, upon written request, provide an employee or employee representative with a copy of the appropriate SDS.

In accordance with the provisions of the Worker and Community Right-to-Know Act (NJSA 34:5A-12) and the Worker and Community Right-to-Know Act Rules (NJAC 8:59-7.2), the SDS for products within the South Brunswick Schools are available online at www.pars-rtk.com.

Note: Allowing employee access to this database website from the workplace during the work shift satisfies the requirements to provide employee access to the SDS.

INSTRUCTIONS

1. Log on to www.pars-rtk.com.
2. Enter Username "**South Brunswick Schools**" and Password "**RTK1**" into the appropriate fields.
3. Use the drop-down menu to select a facility to search.
4. Once a facility has been selected, the database will provide the user with four (4) search options:
 - *Product Name*
 - *Ingredient Name*
 - *Location*
 - *Manufacturer*
 - *CAS Number*
5. Once an option has been selected, a text box will be presented to filter the list. The full name of the search criteria will not be needed; a partial name will suffice. A partial name will provide a list of products that have the selected "text" in them. Choosing the icon under the SDS heading for the product of choice opens the SDS for viewing.

PARS Environmental, Inc.
500 Horizon Drive, Suite 540
Robbinsville, New Jersey 08691

Phone: 609.890.7277
Fax: 609.890.9116
E-mail: jperrini@parsenviro.com

