

QUARTERLY HAZARD COMMUNICATION CHECKLIST

Check One:

YES

NO

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | 1. Has a list been prepared of all hazardous chemicals in the workplace? |
| <input type="checkbox"/> | <input type="checkbox"/> | 2. Is the company prepared to update the hazardous chemicals list? |
| <input type="checkbox"/> | <input type="checkbox"/> | 3. Has the company obtained or developed a material safety sheet for each hazardous chemical we use? |
| <input type="checkbox"/> | <input type="checkbox"/> | 4. Has a system been developed to insure that all incoming hazardous chemicals are checked for proper labels and data sheets? |
| <input type="checkbox"/> | <input type="checkbox"/> | 5. Are procedures in place to ensure labeling or warning signs for containers that hold hazardous chemicals? |
| <input type="checkbox"/> | <input type="checkbox"/> | 6. Are employees aware of the specific information and training requirements of the hazard communication standard? |
| <input type="checkbox"/> | <input type="checkbox"/> | 7. Are employees familiar with different types of chemicals and hazards associated with them? |
| <input type="checkbox"/> | <input type="checkbox"/> | 8. Have employees been informed on the hazards associated with performing non-routine tasks? |
| <input type="checkbox"/> | <input type="checkbox"/> | 9. Do employees understand how to detect the presence of release of hazardous chemicals in the workplace? |
| <input type="checkbox"/> | <input type="checkbox"/> | 10. Are employees trained about proper work practices and personal protective equipment in relation to the hazardous chemicals in their work area? |
| <input type="checkbox"/> | <input type="checkbox"/> | 11. Does the training program provide information on appropriate first aid, emergency procedures and the likely symptoms of overexposure? |
| <input type="checkbox"/> | <input type="checkbox"/> | 12. Does the training program include an explanation of labels and warning that are used in each area? |
| <input type="checkbox"/> | <input type="checkbox"/> | 13. Does the training describe where to obtain data sheets and how employees may use them? |
| <input type="checkbox"/> | <input type="checkbox"/> | 14. Is a system in place to insure that new employees are trained before beginning work? |
| <input type="checkbox"/> | <input type="checkbox"/> | 15. Is a system in place to identify new hazardous chemicals before they are introduced into a work area? |
| <input type="checkbox"/> | <input type="checkbox"/> | 16. Is a system in place to inform employees of the hazards of a new chemical? |

Notes: