

## Hazard communication

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### This checklist applies to users of hazardous substances in general industry workplaces

- Do you have a written hazard communication program that includes an inventory of all chemicals present at your facility and details about how employee training on safety data sheets (SDSs) and the labeling of hazardous products will be implemented and maintained?
- Does your chemical inventory of hazardous substances use product identifiers that cross-reference with the product labels and SDSs available in your workplace?
- Is someone designated to be responsible for obtaining and maintaining SDSs, ensuring that employees are trained and all containers, including secondary containers, are labeled?
- Is there an SDS readily available for each hazardous substance used or present in the workplace? Have you made a good-faith effort to obtain SDSs in the new standardized format described in Appendix H of 1910.1200?
- Are your employees able to find the SDSs, especially in an emergency?
- Is each container for a hazardous substance (vats, bottles, storage tanks, etc.) labeled (at a minimum) with the identity of the product and a hazard warning that communicates specific health and physical hazards?
- Do you inform other employers, or contractors, whose employees share a work area with your employees, about precautions and how to get more information on the hazardous substances they may be exposed to at your workplace? Do you have a system to train your employees about precautions necessary and how to obtain more information about the hazardous substances other employers bring into your work areas?
- Do you train employees on the hazardous substances in their work area at the time of their initial assignment and whenever a new physical or health hazard is introduced into their work area? Does this training include:
  - Your hazard communication program details, including an explanation of your labeling system, and how employees can obtain and use SDSs?
  - Information on where hazardous substances are located in work areas and where employees can review the employer's written hazard communication program?
  - A review of the contents of SDSs for each hazardous substance (or each class of hazardous substance) that the employees are exposed to?
  - The physical and health hazards of substances in the work area, how to detect their presence, and specific protective measures to be used?

### Key rule

Division 2, Subdivision Z, 1910.1200, *Hazard communication*