Chemical Safety Checklist

Use this checklist to help gauge how well your facility is meeting basic chemical safety requirements. This list should be considered a starting point and should be adjusted to your specific needs.

- ❑ There is an up-to-date inventory of all chemicals being used or stored in your facility.
- ❑ There is a safety data sheet (SDS) for each chemical in the facility.
- ❑ The facility has a hazard communication program/WHMIS.
- ❑ Each employee has received training in the hazard communication program/WHMIS.
- ❑ Employees are trained in the safe use of the chemicals they handle.
- ❑ Employees are trained in the hazards of each chemical they use.
- ❑ Emergency procedures are in place in the event of an accident.
- ❑ Each employee is trained in his role and responsibility in an emergency.
- ❑ Employees understand the requirements for the storage of all chemicals they use.
- ❑ Containers holding flammable liquids are properly grounded and bonded.

- ❑ When working with chemicals, proper personal protective equipment is worn.
- ❑ A written program for selection, use and maintenance of PPE is in place and used.
- ❑ All chemical containers are properly labeled.
- ❑ Eating and drinking are not permitted where chemicals are used.
- ❑ Smoking is not permitted in areas where chemicals are used.
- ❑ Emergency eyewash stations and deluge showers are readily accessible in areas where chemicals are used.
- ❑ Use of chemicals by untrained or unauthorized personnel is not permitted.
- ❑ Working alone with chemicals is prohibited.
- ❑ Work areas are cleaned up after each spill and at the end of each shift.
- ❑ Written procedures for chemical handling and waste disposal are in place.
- ❑ Procedures are in place for regular review of chemical usage.