



Safety Checklist – Hazard Communication/GHS

	YES	NO	N/A
Hazard Communication – “Right to Know Law”			
Has a list of hazardous material been compiled for the project?			
If so, does it include:			
- Chemical and trade names?			
- Storage location of material?			
- Location where the material is generally stored?			
Does the project have or have access to all Safety Data Sheets (SDSs)?			
Has a file or binder been established for other SDSs?			
Do bulk storage containers have manufacturer labels or standard NFPA labels that meet specific requirements?			
Has an employee HazCom training program been developed for the project?			
Is HazCom training part of the new-hire safety orientation?			
Do employees know how and where to obtain information on the hazardous chemicals they encounter in the work place, and <i>is this information easily accessible?</i>			
Do employees know how and where to obtain information on hazardous chemicals used by other employers in the work place? <i>Is this information easily obtained?</i>			
Do the employees know where to find a copy of the project’s written Hazard Communication Program?			
Have project employees been instructed in the reading and understanding of manufacturer labels and SDSs?			
Do employees know and understand the requirements of the OSHA and local hazard communication standards?			
Have employees been instructed as to the health and physical hazards of work area chemicals?			
Are employees aware of established emergency procedures?			
Has all employee training been properly documented and filed for reference?			
Do employees know what is required of the company under the HazCom standard?			
Do employees understand their “Right to Know” privileges?			

This checklist is only a tool to assist you in managing your responsibility to maintain safe premises, practices, operations and equipment, and is not for the benefit of any other party. The checklist does not cover all possible hazardous conditions or unsafe acts that may exist, and does not constitute legal advice. For decisions regarding use of the practices suggested by this checklist, follow the advice of your own legal counsel.

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