



Self-Inspection Form | General Industry | WC 6-23

Hazardous Chemical Plan Safety Checklist

Hazardous Chemicals Safety	Yes	No	N/A	Comments
A written Hazard Communication plan has been developed to ensure that workers are informed and understand the hazards of chemicals in the workplace.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
A list or inventory of all hazardous chemicals in the workplace has been prepared (including housekeeping/cleaning chemicals).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Safety Data Sheets (SDS) for each hazardous chemical in the workplace are up-to-date and readily accessible to workers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Labels are kept on shipped containers; including product identifier, signal word, hazard statement(s), pictogram(s), precautionary statement(s), and supplier information.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Workplace containers are labeled where required (e. g., chemicals received in large containers that are transferred to smaller containers).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Workplace signs and other forms of communication are reviewed, revised, and updated as appropriate, such as when new information becomes available.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Workers are trained on the requirements of the hazard communication standard, hazards of chemicals, appropriate protective measures, and where and how to obtain additional information.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Workers understand SDS and where to find them.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Workers understand labels received on shipped containers and details of the workplace labeling system.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
The hazard communication program is reviewed periodically to ensure it is meeting its objectives, and is revised/updated as appropriate to address changes in the workplace (e. g., new chemicals, new hazards, etc.).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
A written hazardous communication program is in place for the workplace.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Workers have been informed about all operations where hazardous chemicals are present.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Containers of hazardous chemicals are labeled, and Safety Data Sheets are available (see Hazard Communication section above).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Eye-wash fountains and safety showers are provided and maintained in areas where hazardous chemicals are handled.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Chemical piping systems are clearly marked as to their contents.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Worker exposure to hazardous chemicals is kept within acceptable levels.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Medical or biological monitoring systems are in operation for eligible workers (e. g., exposure to cadmium, lead).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Workers use appropriate personal protective clothing and equipment when handling hazardous chemicals (e. g., gloves, eye/face protection, respirators, etc.).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Chemicals are kept in closed containers when not in use.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Hazardous Chemicals Safety	Yes	No	N/A	Comments
Materials that give off toxic, asphyxiant, suffocating, or anesthetic fumes are stored in remote or isolated locations when not in use.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Standard operating procedures for cleaning up chemical spills are established and are being followed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Corrosive liquids that are frequently handled in open containers, or drawn from storage vessels or pipelines, have adequate means readily available for neutralizing or disposing of spills or overflows, and clean-up is performed properly and safely.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Hazardous substances are handled in properly designed and exhausted booths or similar locations, where possible.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

FROM [OSHA'S SMALL BUSINESS SAFETY AND HEALTH HANDBOOK](#)

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This information is intended as a guide to be used in conjunction with other loss control resources, measures, and procedures that you deem appropriate for your business. Use of this information is voluntary and entirely at your discretion. It is not legal advice and does not amend the terms, conditions, or coverage of your insurance policy. This information has been obtained from resources believed to be reliable, but Westfield cannot guarantee its effectiveness or accuracy and does not assume liability for the information, or any suggestions presented. As the owner of your business, you are best positioned to determine what steps you should take to help mitigate the risk of loss at your company. Please consult your legal counsel to help ensure that the steps you take comply with applicable local, state, and federal law.