



HAZARD COMMUNICATIONS

On-the-Job Training Checklist

Please ensure that you complete all of the following with your employees as part of their on-the-job training:

- ☐ Provide specific hazard communication training before assigning the employee to work with any hazardous chemical.
- ☐ Inform the employee about the categories of physical and health hazards and the specific hazards associated with the materials that may be encountered at work (i.e., flammability, corrosives, sensitizers, carcinogens, irritants, compressed gases, acutely toxic agents, chronically toxic agents, etc.).
- ☐ Train the employee in appropriate measures to take for protection from chemical hazards (use of engineering controls, i.e. paint booths, exhaust hoods, etc., specific work practices, emergency procedures, use of personal protection equipment, etc.).
- ☐ Review proper procedures in the event of a chemical contact injury, chemical spill, or fire.
- ☐ Show the employee where to find the written hazard communication program.
- ☐ Locate and provide adequate time for the employee to review the chemical inventory.
- ☐ Explain how to locate and interpret Material Safety Data Sheets (MSDS) or Safety Data Sheets (SDS) and give the employee adequate time to review one or more MSDS/SDS for a chemical used or encountered in the workplace.
- ☐ Review the container labeling policy.
- ☐ Discuss non-routine task hazards.
- ☐ Answer any of the employee's additional questions concerning chemical hazards in the workplace.

Student's Full Name

Student's BYU ID

Student's Net ID

Supervisor's Name (Printed)

Supervisor's Signature

Date



If you have any questions about this checklist or Hazard Communications, contact Risk Management & Safety's Hazard Communications Program Administrator at 2-2943.