

HAZARD COMMUNICATION CHECKLIST

Knowing the chemicals in your workplace.

Hazard communication is more than identifying the chemicals you encounter at work. It also means knowing the characteristics of these chemicals and what steps to take to control chemical exposure. As an employee, your "Right to Know" allows you to make the right decisions on how to handle workplace chemicals. Become familiar with chemical label lists and material safety data sheets (MSDS). They will give you the information you need to act safely.

Preventing exposure can be easy

To limit your chemical exposure, you need to know how chemical enter your body.

- 1. Inhalation** - Breathing gas, fumes, vapors, or dust.
- 2. Ingestion** - Eating or touching something contaminated such as food, cigarettes, or makeup.
- 3. Aborbtion** - Skin contact with a chemical
- 4. Injection** - Forced entry through a needle or high-pressure device such as a diesel injector or high-pressure airless paint system.

While chemical exposure can produce no or mild reactions, serious reactions - both short and long term - can result. You have the right to know what workplace chemicals may be affecting you.

Checklist

Did your company's training explain:

1. Where to find the list of chemicals in your area?
2. How to read chemical labels?
3. Where material safety data sheets (MSDS) are located?
4. What to look for on a MSDS? Look for the material's ingredients and exposure limits, specific hazards that may occur, protective measures to take, and what to do if you're exposed to a chemical.
5. How to detect the presence of chemicals?
6. What actions to take if chemicals are detected in your workplace?

Don't assume a previous exposure was harmless. It's up to you to find out.

Thought Provokers

1. What chemicals are we exposed to at our work site?
2. Is our company's Hazard Communication program providing us enough information?
3. Are there any specific points or problems you wish to discuss?