

HazCom Audit Form

The following checklist (to be used along with field notes, photographs and other department-supplied documentation) is designed to determine if policy is being followed as well as verifying that all safety protocols are being met. (OSHA Standard 1900.1200(e) and (f))

Department/Facility/Farm:			
Building:		Room(s):	
Hazcom Program, General Chemical Safety, Inventory, SDSs and Labeling	Yes	No	N/A
Is there a written copy of UMaine HazCom Policy onsite?			
Is there any evidence of eating or drinking where chemicals are used or stored?			
Are there any chemical storage cabinets?			
Are employees aware of the current chemical inventory & informed of what chemicals they may be exposed to prior to use?			
Where is your SDS Book kept?			
Are secondary container labels used? Do they meet HAZCOM:2012			
Comments:			
Chemical Hazards and Detection, Training, and PPE	Yes	No	N/A
Has everyone in the department/facility been trained?			
Is annual training including the identification of potential hazards in the work area?			
Are the methods & observations for detecting the presence of chemicals and/or bodily responses to the presence of chemicals in the workplace or other information, as well as exposure controls being discussed?			
Are the employees provided access to their exposure/monitoring records?			
Do employees have access to PPE?			
Comments:			
Emergency Procedures	Yes	No	N/A
Is there an Emergency Eyewash/shower Station? Is it inspected weekly?			
Where is the Emergency Action Plan posted? Does it include spill info?			
Is the charge on portable fire extinguishers checked on a monthly basis?			
Comments:			