

Toolbox Talk: Hazard Communication Standards

PURPOSE

The purpose of this talk is to review the Hazard Communication Standard, which ensures that employees are informed about the hazardous chemicals they may be exposed to at work.

KEY POINTS

- All hazardous chemicals must be properly labeled.
- Safety Data Sheets (SDS) must be available for each hazardous chemical.
- Employees must be trained on the hazards and safe handling of chemicals.
- Follow the instructions and precautions listed on labels and SDS.
- Report missing or illegible labels immediately.

LABELS

Labels must include the product identifier, signal word, hazard statement(s), pictograms, precautionary statements, and manufacturer information.

SAFETY DATA SHEETS (SDS)

- SDS provide detailed information about chemical hazards.
- They must be readily accessible to all employees.
- Know the location of SDS in your work area.

EMPLOYEE RESPONSIBILITIES

- Read labels and SDS before using chemicals.
- Wear required personal protective equipment (PPE).
- Follow safe handling procedures.
- Report exposures, spills, or concerns to your supervisor immediately.

QUESTIONS FOR DISCUSSION

1. Where are the SDS located in your work area?
2. What should you do if you discover a container without a label?
3. Who should you notify if you have questions about a chemical in use?

SIGN-OFF

I have read and understand the information provided in this Toolbox Talk.

Date

Employee Name (Print & Sign)