

### WHMIS Safety Inspection Report

SEND COPY OF THIS REPORT TO: Safety Response Officers, PURDY BUILDING ROOM B-79/B-60 (Fax 461-8073)  
ATTN: Jacqueline Inder /Janet MacInnis

Date: \_\_\_\_\_ Department: \_\_\_\_\_ Contact: \_\_\_\_\_

Site: \_\_\_\_\_ Building: \_\_\_\_\_ Floor: \_\_\_\_\_

Inspection by: Name: \_\_\_\_\_ Position: \_\_\_\_\_ Telephone: \_\_\_\_\_

Description	Comments	Met	Not Met
<b>Program Organization</b>			
SDS inventory is current and complete			
WHMIS trainer aware that all SDS's for new products must be sent to WHMIS office.			
SDS binder is accessible to staff. (Staff aware of location)			
Staff know who to contact with any WHMIS inquiries.			
All department staff requiring WHMIS training is documented and current.			
<b>Department has identified a WHMIS instructor.</b>			
Staff received appropriate training (ie: SDS contents, WHMIS symbols, workplace/supplier labels, handling & storage, PPE)			
Staff have annual WHMIS refresher training. (Documentation)			
<b>Handling (Personal Protective Equipment)</b>			
Personal protective equipment is available to staff (ie: gloves, goggles, masks, respirators, footwear)			
Staff know the use and purpose of personal protective equipment			
There is no evidence of eating or drinking in areas where chemicals are present.			
<b>Equipment</b>			
Safety equipment available appropriate for controlled products. (Special Fire extinguish, safety containers, grounding)			
<b>Storage</b>			
Labels must be on all WHMIS controlled products			
All material properly stored. (ie: Sealed lids, Flame proof container, Gas cylinders secured)			
Ensure that all chemical wastes are identified and properly contained.			
<b>Disposal</b>			
Redundant products are not stockpiled.			
Disposed products are removed from online database inventory.			
<b>Emergency Procedures</b>			
A program is in place to deal with controlled WHMIS controlled product emergencies. (ie: chemical spill, bio- hazardous or chemical contamination)			
Narrative/Comments: .			