

# ANNUAL HAZARD COMMUNICATION PROGRAM REVIEW CHECKLIST

Instructor: \_\_\_\_\_ Date: \_\_\_\_\_

Facility: \_\_\_\_\_

**The Hazard Communication Program will be audited at least annually by the Brigade Safety Officer.**

Item	Findings and Conclusion	Recommendation
1. Hazard Chemical Inventory (HCI) list current.		
2. MSDS's current/match HCI list and available in workplace.		
3. New employees trained.		
4. Transferred employees trained.		
5. Training performed when new chemicals introduced.		
6. Written Hazard Communication program current.		
7. All chemical labels maintained.		
8. Maintenance personnel properly trained.		
9. Contractor employers informed of hazards.		
10. Personal Protective Equipment used properly.		
11. Accurate records maintained on all the above.		

Additional Comments:


Instructor Signature:

Route copies to: Permanent File and Brigade Safety Office

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