

## Hazardous Substances Safety Checklist

What your staff need to know:

- Is the employee aware of the harm that can be caused from each hazardous substance they use at work?
- Is the employee aware of how to safely store, use or dispose of each substance they use?
- Does the employee understand what control measures are in place at the workplace to reduce exposure and keep safe?
- Has the employee been provided with the correct safety equipment and personal protective equipment?
- Has the employee been trained to use the safety equipment and personal protective equipment?
- Does the employee know where the safety data sheets are kept and have access to them?
- Does the employee know what to do in an emergency involving the substances they use?
- Has the employee been trained to use the first aid equipment to deal with splashes and other incidents?
- Does the employee understand the importance of asking their supervisor questions if they are unsure about how to safely use or store a hazardous substance?

*Please note this information has been compiled together by Tradextra Ltd and is to be used as a very generic Safety Checklist. No responsibility is accepted for accidents around Hazardous substances; however we will do our best to help you keep safe.*