



Hazard Communication Training Log

Records who was trained · 29 CFR 1910.1200(h)

UPDATED TO THE 2024 STANDARD · GHS REV 7

Workplace: Location:

How to use this log

OSHA requires you to train employees at initial assignment and whenever a new chemical hazard is introduced. The training is the requirement; this log is how you prove it happened. Complete one session record, have every attendee sign, and keep it in your binder. Repeat training as updated 2024 / GHS Rev 7 SDSs arrive from suppliers.

Training Session Record

Date: Trainer: Method:

Topics covered (check all included):

- Requirements of the HazCom Standard (29 CFR 1910.1200)
- Operations in the work area where hazardous chemicals are present
- Location/availability of the written program, chemical list, and SDSs
- How to detect the presence or release of a hazardous chemical
- Physical, health, and other hazards of the chemicals in the area
- Protective measures — work practices, controls, emergency procedures, PPE
- How to read labels (GHS elements) and Safety Data Sheets

Attendee Sign-Off

By signing, each employee confirms they attended the training above.

Employee Name (print)	Job Title	Signature	Date
Jane Doe (example)	Nail Technician		06/2026



Employee Name (print)	Job Title	Signature	Date

Trainer signature: Date: