

# HazCom Training Topic Checklist

Cover every element OSHA expects • 29 CFR 1910.1200(h)

UPDATED TO THE 2024 STANDARD • GHS REV 7

## How to use this checklist

Work through this checklist during each training session so you cover every element OSHA expects. Use it alongside the Training Log, which records who attended. Check each topic as you cover it; keep the completed checklist in your binder.

Session date:  Trainer:  Work area:

## — Topics covered

- The requirements of the OSHA Hazard Communication Standard (29 CFR 1910.1200) and employees' right to know
- Operations in the work area where hazardous chemicals are present
- Location and availability of the written program, the chemical inventory list, and the SDSs
- Methods and observations used to detect the presence or release of a hazardous chemical
- Physical, health, simple asphyxiation, combustible dust, and pyrophoric gas hazards of the chemicals
- Protective measures: safe work practices, engineering controls, emergency procedures, and PPE
- How to read and use labels — GHS pictograms, signal words, hazard and precautionary statements
- How to read and use a Safety Data Sheet (the 16-section format) to obtain hazard information
- What to do in case of a spill, exposure, or other emergency

## ✓ Confirmation

I confirm the topics checked above were covered in this training session.

Trainer signature:  Date: