

Workplace: Prepared by:

What this guide is for

When you pour or spray a chemical from its original container into another one — a spray bottle, a smaller jug — that new container is a secondary (workplace) container, and OSHA requires it to be labeled. This guide explains how. The labeling itself is the legal requirement; your written program should state which method you use.

1 What needs a label — and the one exception

Every secondary container holding a hazardous chemical must be labeled. The only exception: a portable container is exempt if the chemical is transferred from a labeled container and used up by the same employee who filled it, within that same shift. If it sits overnight, is handed off, or is left unattended, it must be labeled.

2 Two ways to label a workplace container (pick one)

Option A — Full GHS label. Reproduce the manufacturer's information: product identifier, signal word, pictogram(s), hazard statement(s), precautionary statement(s).

Option B — Alternative workplace label. Product identifier plus words, pictures, symbols, or a combination conveying the hazards. Often easier for spray bottles. Whatever you choose, it must give workers the specific hazard information and be used consistently.

3 Sample workplace label (fill in and copy)

Product Identifier:

Signal Word: Pictogram(s):

Hazard Statement(s):

Precautionary Statement(s):

Keep workplace labels legible and in English (other languages may be added); replace any that become unreadable. Responsible for label upkeep: