

## Hazard Communication - Form 2: New Chemical and Non-routine Chemical Exposure Training

This form is designed for PCC departments to use to ensure that when new chemicals are introduced into their work areas employees are trained in the chemical hazards and controls. This form shall also be used to document training for non-routine chemical use. All completed forms will be kept by the department for 30 years after the end of employment.

**Department:** \_\_\_\_\_ **Training Date:** \_\_\_\_\_

**Name of Trainer:** \_\_\_\_\_ **Trainer Signature:** \_\_\_\_\_

**Name of Employee Trained** (A roster can be added if there are several employees trained)

### Training Checklist:

#	Training Topic	Employee was provided information and understands: Yes, No, More training planned
1	Review of the hazardous chemical that is either new or a product that is not routinely used. List: Name of Product(s)	
2	Review of the SDS with focus on key physical and health characteristics potentially affecting the user: <ul style="list-style-type: none"> <li>• Flammability</li> <li>• Corrosive Properties</li> <li>• Chemical routes of exposure</li> <li>• Health hazards</li> </ul>	
3	Review product label including precautionary statement	
4	Safe methods of handling and use	
4	Emergency Procedures – First Aid for contact with product	
5	Special storage requirements	
6	Any specific spill or release procedures	

Any further questions or training planned to ensure safe use of this product? If yes, list below.

**Employee signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_