

Global Harmonized System (GHS) Compliance Checklist (Rev :09-03-2013.3.3)

Effective Dates

The table below summarizes the phase-in dates required under the revised Hazard Communication Standard (HCS):

Effective Completion Date	Requirement(s)	Who
December 1, 2013	Train employees on the new label elements and safety data sheet (SDS) format.	Employers
June 1, 2015 December 1, 2015	Compliance with all modified provisions of this final rule, except: The Distributor shall not ship containers labeled by the chemical manufacturer or importer unless it is a GHS label	Chemical manufacturers, importers, distributors and employers
June 1, 2016	Update alternative workplace labeling and hazard communication program as necessary, and provide additional employee training for newly identified physical or health hazards.	Employers
Transition Period to the effective completion dates noted above	May comply with either 29 CFR 1910.1200 (the final standard), or the current standard, or both	Chemical manufacturers, importers, distributors, and employers

Employee Training Checklist

* Primary Requirement: December 1, 2013 - Employers must train employees on new labeling elements and Safety Data Sheet (SDS) format. Listed below are the minimum training topics to be completed by required date.

- Training Topic: Labeling elements - Below are the new chemical labeling elements that employers should train their employees on.
 - ☐ **Product Identifier:** Explain how the hazardous chemical is identified
 - ☐ **Signal words:** Explain how these words would be used to indicate the level of severity of the hazard, and to alert the reader to other potential hazards on the label
 - ☐ **Pictograms:** Explain how (?) OSHA's 9 required pictograms are used and how they are applied within the standard to depict a hazard and its category
 - ☐ **Hazard Statements:** Explain how and where hazard statements are used to describe the nature and degree of the hazard(s) of a chemical
 - ☐ **Precautionary Statements:** Explain how these phrases would describe the recommended measures that should be taken to minimize or prevent the adverse effects of certain chemicals
 - ☐ Name, address and phone number of the chemical manufacturer, distributor or importer

- Training Topic: How an employee might use the new labeling system for chemicals within the workplace
 - ☐ Explain how information on the label can be used to ensure proper storage of hazardous chemicals
 - ☐ Explain how information on the label might be used to quickly locate information on first aid when needed by employees or emergency personnel

- Training Topic: General understanding of how elements work together within the new chemical labels
 - ☐ Explain that when a chemical has multiple hazards, different pictograms are used to identify the additional various hazards associated with that particular chemical
 - ☐ Explain that when there are similar precautionary statements, the one providing the most protective information will be included on the label

- Training Topic: Safety Data Sheet (SDS) format
 - ☐ Explain the standardized 16-section format, to include the type of information that is located on the SDS
 - Example: Employee should be trained with the new format, Section 8 (Exposure Controls/ Personal Protection) will always contain the information about exposure limits, engineering controls, and ways to protect yourself to include levels of personal protective equipment (PPE)
 - ☐ Explain how the information on the label is related to the SDS
 - Example: explain that the precautionary statements would be the same on the label as well as on the SDS sheet

Employer_____

Name:_____

Training Date: _____

Number of Employees Trained: _____

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For additional Information please visit the following hyperlinks

OSHA Fact Sheet:

<https://www.osha.gov/Publications/OSHA3642.pdf>

OSHA Hazard Communication Safety Data Sheets:

English: <https://www.osha.gov/Publications/OSHA3493QuickCardSafetyDataSheet.pdf>

Spanish: <https://www.osha.gov/Publications/OSHA3518HCSsafety-data-sheets-quickcard-spanish.pdf>

OSHA Hazard Communication Standard Labels:

English: <https://www.osha.gov/Publications/OSHA3492QuickCardLabel.pdf>

Spanish: <https://www.osha.gov/Publications/OSHA3492QuickCardLabel.pdf#page=2>

OSHA Hazard Communication Standard Pictograms:

English: <https://www.osha.gov/Publications/OSHA3491QuickCardPictogram.pdf>

Spanish: <https://www.osha.gov/Publications/OSHA3491QuickCardPictogram.pdf#page=2>

You can also visit online at www.newmexicomutual.com for more information about GHS Training as well as other online safety training information.

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