Attachment D
Employee/Student Safety Checklist

1. Individual employee’s responsibilities

2. Location of Hazard Communication Plan

3. Location of Chemical Inventory and Material Safety Data Sheets and other information available relating to hazardous chemicals found in the work area

4. Minimum personal protective equipment requirements

5. Specific personal protective equipment requirements

6. Injury and Illness reporting

7. Non-injury incident reporting

8. Location and use of fire extinguishers

9. Location and use of eyewash and safety shower equipment

10. Location of first aid kits

11. Housekeeping

12. Rules on food/beverage consumption in areas where chemicals are stored or used

13. Respirator use (must be enrolled in EHS Respiratory Protection Program unless respirator is used for non-respiratory (i.e., nuisance dusts) hazards

14. Hazards of the job (i.e., chemical, biological, radioactive materials, mechanical, electrical, etc.)

15. Spill control, clean-up procedures, etc.

16. Fire and Disaster Evacuation Procedures

17. Training Requirements

The items above have been explained to me by my supervisor. I understand the information provided and will follow the policies and procedures as required.

Department

Employee Signature

Supervisor Signature