



**Wilson's**  
*Petroleum Equipment, Inc.*

## **Wilson's Petroleum Toolbox Talk**

### **Hazard Communication**

A written **hazard communication** program must be developed, implemented, and maintained at each workplace. The program must describe how the requirements for labels and other forms of warning, safety data sheets, and employee information and training will be met.

#### **Training:**

Employees must be trained on the dangers of the hazardous chemicals with which they work. This training must be given when the employee starts work and when a new chemical is used in the workplace. This training must cover types of hazards (e.g., flammability or carcinogenicity) or specific chemicals. Chemical-specific information must always be available through labels and safety data sheets (SDS). On job sites with multiple employers / companies performing work, information concerning hazardous chemicals in use, methods of providing SDS sheets, methods of precautionary measures to be taken and methods of providing information on labeling systems must be provided.

#### **Requirements:**

An up-to-date working inventory of all chemicals in stock along with all chemicals sent to other destinations must be compiled.

Each container of hazardous chemicals must be labeled with information regarding the hazards of the chemicals, and which, in conjunction with the other information immediately available to employees under the hazard communication program, will provide employees with the specific information regarding the physical and health hazards of the hazardous chemical.

SDSs following the Globally Harmonized System of Classification and Labelling of Chemicals (GHS) standard are required for each hazardous chemical used in the workplace. SDSs must be readily accessible during each work shift to employees when they are in their work area(s). Where employees must travel between workplaces during a work shift (i.e., their work is carried out at more than one geographical location) the SDSs may be kept at the primary workplace facility.

All spills must be cleaned up as soon as possible.

Disposal of any clean up materials must be carried out in a responsible manner and any discharge must be immediately reported according to policy and legislation.

#### **Sections of the SDS:**

- |   |  |
|---|--|
| 1. Identification                           | 6. Accidental Release Measures             |
| 2. Hazard(s) Identification                 | 7. Handling and Storage                    |
| 3. Composition / Information on Ingredients | 8. Exposure Controls / Personal Protection |
| 4. First-Aid Measures                       | 9. Physical and Chemical Properties        |
| 5. Fire-Fighting Measures                   | 10. Stability and Reactivity               |



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11. Toxicological Information

12. Ecological Information (non-mandatory)

13. Disposal Considerations (non-mandatory)

14. Transport Information (non-mandatory)

15. Regulatory Information (non-mandatory)

16. Other Information

**Toolbox Talk - Hazard Communication**

Date:

Job No.:

Job Name:

Supervisor:

**Employee Safety Recommendations**

**Documents Reviewed**

Inventory of Hazardous Chemicals Form

**Attendees**

*(print name)*

Supervisor Signature: