

HAZARDOUS MATERIALS

Instructions: Use this worksheet to inspect your facility for compliance. If the question does not apply to your situation, mark “N/A”. A “No” answer indicates that corrective action is required to remedy the situation. Take action now.

FLAMMABLE AND COMBUSTIBLE MATERIALS	Yes/No
Are combustible scraps, debris, and waste materials (oily rags, etc.) stored in covered receptacles and removed from the worksite on a routine basis?	
Are regulation containers and tanks used for the storage of gasoline?	
Are bulk drums of flammable liquids grounded and bonded to containers during dispensing?	
Are flammable and combustible materials stored away from sources of ignition such as welders, heaters)?	
Are “No Smoking” signs posted on liquefied petroleum gas tanks and bulk oxygen tanks?	
Are “NO SMOKING” signs posted where appropriate in areas where flammable or combustible materials are used or stored and are “NO SMOKING” rules enforced in areas involving storage and use of hazardous materials?	
Are petroleum storage tanks guarded to prevent damage from vehicles?	
Are all solvent wastes, and flammable liquids kept in fire-resistant, covered containers until they are removed from the worksite?	
Are fuel gas cylinders and oxygen cylinders separated by distance of 20 feet or by five foot high fire-resistant barriers rated at ½ hour, while in storage?	
Are all spills of flammable or combustible liquids cleaned up promptly?	
Are safety cans used for dispensing flammable or combustible liquids?	
HAZARDOUS MATERIALS	Yes/No
Choose the most hazardous chemical an employee is exposed to and talk with the person to determine if they are aware of the potential hazards involved with the product.	
Are all employees wearing personal protective clothing and equipment when handling chemicals (gloves, eye protection, and respirators) and is the equipment maintained?	
Are flammable or toxic chemicals kept in closed containers when not in use?	
Do employees complain about dizziness, headaches, nausea, irritation, or other factors of discomfort when they use solvents or other chemicals?	
Do employees complain about dryness, irritation, or sensitization of the skin?(evidence of a dermatitis problem)	

FUELING	Yes/No
Do you see employees fueling internal combustion engines with a flammable liquid while the engine is not running, thereby preventing employee exposure to the hazard of explosions?	
Are fueling operations being done in such a manner that likelihood of spillage will be minimal?	
Are fueling hoses on site for use designed to handle the specific type of fuel?	
Do you see employees with open lights, open flames, sparking, or arching equipment near fueling or transfer of fuel operations, thereby preventing the hazard of explosions?	
Is smoking prohibited in the vicinity of fueling operations?	

