

Checklist overview

Part I: Handling, use and exposure of dangerous substances

Good practice for certain chemical products and dangerous substances

Do you apply good working practices described to reduce the risks when working with **carcinogenic, mutagenic or reprotoxic substances**?

Yes No

Do you apply good working practices to reduce the risks when working with **sensitising substances**?

Yes No

Do you apply good working practices to reduce exposure to **asbestos**?

Yes No

Do you apply good working practices to reduce the risks when working with **cytostatics** or any other medical product which may cause adverse effects?

Yes No

Do you apply good working practices to reduce the risks when working with **isocyanates/polyurethane, epoxy, acrylates or cyanoacrylates**?

Yes No

Do you apply the good working practices to reduce exposure to **dust that contains quartz**?

Yes No

Do you apply good working practices to reduce exposure to dust from mineral wool, e.g. **glass wool, rock wool, or glass fibre**?

Yes No

If you cannot avoid working with **refractory fibres**, special fibres or crystalline fibres, do you apply good working practices described to reduce exposure (and the risk of cancer)?

Yes No

Employees with specific risk

Do you know which chemical substances pregnant and breast-feeding women are not allowed to work with?

Yes No

Do you know which chemical substances young workers are not allowed to work with?

Yes No

Have you done what is necessary to protect those that have not the necessary language capacities to understand all written and/or oral preventive instructions?

Yes No

Have you done what is necessary to protect those that have mental or physical disabilities?

Yes No

Have you done what is necessary to protect those that work alone with chemical products or dangerous substances?

Yes No

Good practice for certain activities and businesses

Do you apply good working practices for hairdressers?

Yes No

Do you apply good working practices for electroplating?

Yes No

Do you apply good working practices for laboratory work?

Yes No

Do you apply good working practices for welding and thermo-cutting?

Yes No

Do you apply good working practices for spray painting?

Yes No

Do you apply good practices for work in confined spaces?

Yes No

Do you apply good practices for work with liquid manure?

Yes No

Import of chemicals

Have you got the necessary documented information about risks and safety precautions for the chemicals you import?

Yes No

Mixing

Have you taken the necessary risk and safety precautions for the chemical products that you mix and store for later use in your own company?

Yes No

Repackaging and distributing

Have you taken the necessary risk and safety precautions if you repackage or distribute chemical products or substances (e.g. filling a liquid chemical product from a larger barrel to smaller containers

Yes No

Asbestos

Have you checked whether you are working with asbestos in demolition and renovation works?

Yes No

Have you checked whether you are processing or treating material containing asbestos?

Yes No

Have you checked whether you are working with asbestos in research, development or analysis?

Yes No

Sorting out unnecessary chemicals

Did you sort out chemical products which are not used/not needed anymore?

Yes No

Safety data sheets and information about risks

Safety data sheets (SDS) are available for all the chemical products that are used or stored and which are labelled with one or more hazard pictograms (black and white in a red frame).

Yes No

Correct info in the SDS

We have checked that the safety data sheets and labelling of packaging seem to give reasonably correct information?

Yes No

Awareness and knowledge

Have all staff and all others who are in contact with chemical products or substances got information about and are aware of the risks and to they know how to work safely and protect themselves?

Yes No

Register of chemical products

Do you have a register (a list) of the chemical products and substances that is practical for you?

Yes No

Part II: Practices and routines

Risk assessment - complete

We have carried out a complete risk assessment for all the works in which chemical products and substances are used or dangerous substances are generated

Yes No

Risk assessment - complete

We have carried out a complete risk assessment for all the works in which chemical products and substances are used or dangerous substances are generated

Yes No

Risk assessment - written document

Have you got a written record of those risk assessments that ought to/need to be documented?

Yes No

Quality of risk assessment

Are your risk assessments good enough?

Yes No

Purchase routines

Do you control now whether you purchase unnecessarily dangerous chemical products?

Yes No

Storage

Do you follow the specific rules in the safety data sheets on the storage of chemical products?

Yes No

Unidentified uses

Have you checked that you use chemical products only for the uses that are listed in the Safety Data Sheets?

Yes No

Substitution

Have you checked if you can replace /substitute dangerous chemical products or processes by less dangerous ones?

Yes No

Successful substitution

Have you checked that the outcome of an implemented or planned exchange/substitution of a chemical product or process was successful?

Yes No

Emissions into the work place air

Have you taken the measures needed to reduce the concentration of the emission of dangerous substances into the air at the work places?

Yes No

Exposure at nearby work places

Have you taken measures needed to reduce the spreading of dangerous substances to colleagues working close by?

Yes No

Personal Protective Equipment - Gloves

Have you checked that you use the right type of protective gloves and use them in the right way?

Yes No

Part III: Control measures to reduce the risks

Personal Protective Equipment – Respiratory protection

Have you checked that you use the right type of respiratory protection and use them in the right way?

Yes No

Personal Protective Equipment – Goggles and visors

Have you checked that you use the right type of safety goggles and visors and use them in the right way?

Yes No

Labels available

Signs and labelling may be needed, for example, on pipes and containers, and at work places handling dangerous substances. Do you have the required safety signs and labels?

Yes No

Emergency eye-wash

Is emergency eye-wash fountain and/or emergency shower fast and easily accessible?

Yes No

Safety measure

Have you checked that you use the right kind of emergency eye-wash fountains and emergency showers and use them in the right way?

Yes No

Reporting of chemical injuries and accidents

Have you reported chemical incidents or injuries to the authorities (as well as other occupational injuries)?

Yes No

Follow-up on chemical injuries and accidents

Have you followed up these accidents and injuries and taken precautions to avoid similar incidents and injuries?

Yes No