

Hazardous Materials Worksheet

Hazards Anticipation

Anticipated or Potential Hazardous Materials (Check all that Apply):

☐ Gases ☐ Vapors ☐ Fumes ☐ Dusts ☐ Fibers ☐ Mists

Anticipated or Potential Physical Hazards (Check all that Apply):

☐ Fire ☐ Explosion ☐ Oxidizer ☐ Corrosive to Metal ☐ Gas under Pressure ☐ Self-Heating Substance

Anticipated or Potential Health Hazards (Check all that Apply):

☐ Toxic ☐ Skin/Eye Irritant ☐ Respiratory/Aspiration Hazard ☐ Carcinogen ☐ Reproductive Toxicity

- | | |
|--|--|
| <input type="checkbox"/> Confined or enclosed spaces (hazardous atmospheres). | <input type="checkbox"/> Homes built before 1978 – suspect to contain lead-based paint, according to the EPA. |
| <input type="checkbox"/> Contaminated soil conditions (hazardous atmospheres). | <input type="checkbox"/> Extreme temperatures (hot & cold environments). |
| <input type="checkbox"/> Unsanitary conditions (poor housekeeping, poorly kept toilet facilities, etc.). | <input type="checkbox"/> Radiological exposures (nuclear power plants, antennas, hospitals, laboratories and the sun). |
| <input type="checkbox"/> Presence of hazardous materials (dangerous coatings on structures & metal containing alloys). | <input type="checkbox"/> Loud noise (use of tools and equipment). |
| <input type="checkbox"/> The use of hazardous chemicals (gases, solvents, glues and concrete). | <input type="checkbox"/> Hot work (welding and cutting). |
| <input type="checkbox"/> The presence of residues left by degreasing agents, usually chlorinated hydrocarbons (chloroform and carbon tetrachloride). | <input type="checkbox"/> The presence of plant and/or animal wildlife (poisonous venom, feces, rabies...). |
| <input type="checkbox"/> Older buildings and structures; unoccupied dwellings (fungi/mold, asbestos & lead). | <input type="checkbox"/> Other: _____ |

Hazards Identification

Description of Health Hazard:

☐ Gas ☐ Vapor ☐ Fume ☐ Dust/Fiber ☐ Mist ☐ Fungi (Mold)
☐ Radiation ☐ Other _____

C.A.S # _____ Flash Point (FP) _____ Vapor/Gas Density _____ Lower Flammable Limit (LFL) _____

PEL: _____ TLV: _____ REL: _____ AL: _____ C: _____ STEL: _____

- Is there a safe alternative? Yes/No (If yes, describe: _____)
- Is the work being performed by qualified people? Yes/No (List special training, certification and/or licensing required): _____
- Does the work involve entry into confined or enclosed spaces? Yes/No (if yes, follow confined space entry procedures).
- Is there a Safety Data Sheet (SDS) available on the job-site for all hazardous chemicals? Yes/No
- Are hazard controls being implemented in order of preference? Yes/No
 - 1. Engineering; ventilation & wet methods.
 - 2. Administrative; work practices, scheduling workers to minimize exposure, extended breaks, etc.
 - 3. Personal Protective Equipment (PPE); respiratory and hearing protection, protection of face, hand, feet, eyes & whole body.

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Hazards Evaluation

Health Hazard Route of Entry(s)

☐ Inhalation ☐ Ingestion ☐ Absorption ☐ Injection ☐ Other _____

Environmental & Personal Air Monitoring:

- Air monitoring does not measure you or what you are doing, but rather what you are exposed to on the job.
- Air monitoring must be done by a trained health professional (industrial hygienist or technician).
- Monitoring can be done by measuring the air in a fixed location in the work area (*area monitoring*) or by placing the monitoring equipment on individual workers and measuring the amount they are exposed to (*personal monitoring*).

Hazard Evaluation (Employee Exposure Monitoring and/or Medical Surveillance)

- ☐ Exposure Records: TWA: _____ C: _____ STEL: _____
(This information must be maintained by employer for 30 years.)
- ☐ Medical Records (List): _____

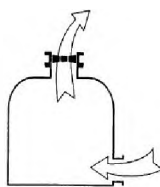
(This information must be maintained by employer for duration of employment, plus 30 years.)

Hazards Control (Engineering)

Engineering Controls (Select engineering controls to be implemented):

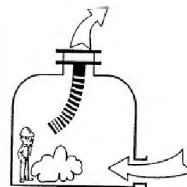
- ☐ Dust suppression (*wet methods*): _____
- ☐ Dust collection systems (*vacuum*): _____
- ☐ General (dilution) ventilation; works best when air contaminants are widely disbursed through the area.
- ☐ Local (exhaust) ventilation system; works well when air contaminants are generated at a single source.

Describe mechanical ventilation system used:



General (Dilution) Ventilation...

Forces fresh air into an area and dilutes contaminants; this allows air to move through a space which ensures a fresh continual supply.



Local (Exhaust) Ventilation...

Removes contaminated air at its source; this prevents harmful dust, fumes & mists from contaminating the breathing air of the worker.

If no engineering controls are being implemented, person authorizing the non-use of engineering controls:

Name: _____ Date: _____ Reason (explain): _____

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Hazards Control (Administrative)

Administrative Controls (used with personal protective equipment):

- ☐ Gather all specialty equipment, including, ventilators, warning signs, personal protective equipment, etc. (list all specialty equipment needed for job): _____
- ☐ Operations that involve toxic substances are scheduled at times when other workers are not present? Yes/No (describe): _____
- ☐ Work is isolated to just a few protected employees; signs posted and controlled access zones established? Yes/No (describe): _____
- ☐ Employees are rotated in and out of jobs to minimize exposure? Yes/No (describe): _____
- ☐ Employees removed from working around hazardous substances once they have reached a predetermined level of exposure? Yes/No (describe): _____
- ☐ Are hot and cold work environments considered? Yes/No (describe): _____
- ☐ Employees trained on proper housekeeping & good personal hygiene? Yes/No
- ☐ Employees trained on the proper procedures that minimize exposures? Yes/No
- ☐ Employees trained on how to inspect and maintain process and equipment on a regular basis? Yes/No
- ☐ No eating, drinking, smoking, chewing tobacco or gum, and applying cosmetics in hazardous areas? Yes/No

Hazards Control (PPE)

Controlling a hazard at its source is the best way to protect workers. However, when engineering, work practices and administrative controls are not feasible* or do not provide sufficient protection, employers must provide **personal protective equipment (PPE)** to the employee and ensure its proper use.

Description of personal protective equipment being used: ☐ Eye/Face Protection ☐ Foot Protection
☐ Body Protection ☐ Gloves ☐ Respirator ☐ Other _____ ☐ Other _____

- ☐ Is the device approved? Yes/No (describe): _____
- ☐ Is the device appropriate for the type of hazard? Yes/No (explain): _____
- ☐ Is the worker wearing the device properly trained to understand the use, limitations and care instructions of the device? Yes/No (explain): _____
- ☐ Does the material have sufficient strength to withstand the environment? Yes/No (explain): _____
- ☐ Will the material withstand repeated use after contamination and decontamination? Yes/No (explain): _____
- ☐ Is the material flexible or pliable enough to allow end users to perform needed tasks? Yes/No (describe): _____
- ☐ Will the material maintain its protective integrity and flexibility under hot and cold extremes? Yes/No (explain): _____