

WHMIS Compliance Checklist



Tasks For Your Workplace	Y/N, Assigned To	Date Completed
Inventory Management		
Have you done a recent inventory of hazardous products at the worksite?		
Safety Data Sheet & Label		
Is there an SDS in your electronic or physical binder for each product on site?		
Have your SDSs been checked recently for the most recent version?		
Are all containers of hazardous products labelled?		
Are container labels in good condition or do they need replacement?		
Exposure Controls		
Are controls in place for your hazardous products? • Ventilation equipment • Respirators • Eye Protection • Gloves • Foot and Protective Clothing		
Do controls need replacing or maintenance?		
Do you have a respiratory protection program? Has it been reviewed this year/annually?		
Does Personal Protective Equipment fit each employee properly?		
Does anyone need training on how to properly use, store and/or dispose of PPE?		
Safe Work Procedures		
Can employees demonstrate safe work procedures – including how to use, handle and dispose of a hazardous product?		
Education		
Identify who needs WHMIS training and refresher training on any new hazardous products introduced?		
Do employees know where to access SDSs? Can they send you one?		
Can employees answer the following questions on hazardous products they work with? • What are the hazards of this product? • How do I work safely with it? • What to do in an emergency? • Where do I find more information?		

WHMIS Implementation Checklist



Tasks For Your Workplace	Y/N, Assigned To	Date Completed
Emergency Preparedness		
Check first aid kits to ensure they are stocked and match the hazards onsite.		
Review spill control procedures.		
Is the spill kit complete and match the hazards onsite?		
Check fire extinguishers onsite.		
Review emergency procedures.		
Conduct a fire drill.		
Check air monitoring equipment.		
Check that eye wash/safety showers work and are easily accessed.		
Demonstrate the actions to be taken in the event of an exposure to a hazardous product.		
Storage		
Are products stored in appropriate containers and properly labelled?		
Are chemicals stored with compatible groups?		
Are chemicals locked up as needed.		
Are chemicals stored at the optimal temperature as needed?		
Signage		
Is there signage for chemical storage areas, pipes, tanks?		
Is there signage for prohibited actions e.g. no eating or no smoking?		
Are eye wash/safety shower stations, first aid kits labelled?		
Is an emergency number posted?		
Waste		
Review waste storage procedures.		
Is waste material labelled?		
Is waste documentation current?		

Chemscape provides chemical compliance software that includes a mobile app. Our service keeps your SDSs accessible, up-to-date and compliant. Chemscape tools also provide labels, hazard communication signage and education for the workplace, regulatory reporting, WHMIS training, and chemical risk assessments.