

Hazard Communication Program Employee Training Record

New Employee

Unit/Department: _____ Supervisor: _____

All new employees who may be exposed to hazardous chemicals must complete a general session on “Hazard Communication -- the New GHS Standards” in *NetLearning@uidaho*. In addition, the department must provide unit-specific training that includes:

- 1) An explanation of the HAZCOM Standards;
- 2) Advising employees about operations in their work area where they may come into contact with hazardous chemicals;
- 3) An explanation of where and how to access the Written Hazard Communication Program, including the required list of hazardous chemicals and Safety Data Sheets (SDSs);
- 4) Methods and observations that may be used to detect the presence or release of a hazardous chemical in the work area;
- 5) The physical, health, simple asphyxiation, combustible dust, and pyrophoric gas hazards, as well as hazards not otherwise classified, of the chemicals in the work area;
- 6) The measures employees can take to protect themselves from these hazards, including such items as engineering controls, personal protective equipment (PPE), appropriate work practices, and emergency procedures;
- 7) An explanation of how to read a label for hazard information, and how to label secondary containers;
- 8) A general review of Safety Data Sheets (SDSs) and their use.

My signature below indicates I have received this training.

Print Name	Signature	Date