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*Aerospace Medicine*

**WORKPLACE WRITTEN HAZARD  
COMMUNICATION PROGRAM**



**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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(Capt Stephanie McCormack-Brown)  
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This instruction implements AFD 48-1, *Aerospace Medicine Program*. It establishes the procedures and responsibilities for implementing Air Force Occupational Safety and Health (AFOSH) Standard 161-21, Hazard Communication (HAZCOM), at Grand Forks Air Force Base, North Dakota. A copy of AFOSH Std 161-21, Hazard Communication and this instruction along with all required attachments, will be maintained at each work area and will be accessible to all assigned personnel. Compliance with this instruction is mandatory. The instruction provides guidance on how to implement the Hazard Communication Program and establishes a prescribed format for all HAZCOM binders.

**1. Terms Explained.**

- 1.1. Bypass Material:** Material going directly to the user rather than to the supply receiving function.
- 1.2. Chemical:** Any element, chemical compound or mixture of elements, or solid, liquid or gas compound.
- 1.3. Container:** Any bag, barrel, bottle, box, can, cylinder, drum, reaction vessel, storage tank, or the like that contains a hazardous chemical. For purposes of this instruction, pipes or piping systems and engines, fuel tanks, or other operating system in a vehicle are not considered to be containers.
- 1.4. Employee:** A worker who may be exposed to hazardous chemicals under normal operating conditions or in foreseeable emergencies. Workers such as office workers or finance tellers who encounter hazardous chemicals only in non-routine, isolated instances are not covered.
- 1.5. Exposure or Exposed:** An employee who is subjected to a hazardous chemical through any route of entry (inhalation, ingestion, skin/eye contact or absorption) in the course of employment. Also includes potential, accidental, or possible exposure.

**1.6. Hazardous Chemical or Hazardous Material:** Any material which is a physical or health hazard and requires a Material Safety Data Sheet (MSDS) as defined in Federal Standard 313.

**1.7. Label:** Any written, printed, or graphic material, displayed on or affixed to containers of hazardous materials.

**1.8. Material:** Same definition as chemical.

**1.9. Material Safety Data Sheet (MSDS):** Written or printed material concerning hazardous material which is prepared according to 29 CFR 1910.1200.

**1.10. Non-routine Tasks:** Those tasks included within a work area's normal activity but performed infrequently. Foreexample, cleaning with a solvent, changing the solvent from a tank, or cleaning up a spill. Temporary duties outside an individual's normal Air Force Specialty Code (AFSC) or job series.

**1.11. Use:** To package, handle, react, or transfer.

**1.12. Work Area:** A room or defined space in a work place where hazardous materials are produced or used, and where employees are present.

**1.13. Work Place:** An establishment, job site, or project, at one geographical location containing one or more work areas. For this instruction the work place is defined as all facilities located within the boundaries of Grand Forks AFB.

**1.14. Worker:** Same definition as employee.

## **2. Responsibilities Assigned:**

**2.1. Unit commanders will ensure supervisors and employees who handle, use, or are potentially exposed to hazardous materials in the course of official Air Force duties are provided information and training on the Air Force Hazard Communication Program (AFHCP) and the specific hazards in the work areas under their control.**

### **2.2. Supervisors will:**

2.2.1. Maintain a copy of AFOSH STD 161-21.

2.2.2. Maintain a copy of this instruction.

2.2.3. Maintain a hazardous chemical inventory, updated as necessary and reviewed at least annually.

2.2.4. Notify Bioenvironmental Engineering each time a new chemical is introduced into the work area. Notification will be accomplished the electronic EMIS worksheet or AF Form 3952, Chemical/Hazardous Material Authorization Request, which will be processed through the Hazardous Materials Pharmacy or applicable Hazardous Material Control Center (HMCC).

2.2.5. Maintain a complete database of current MSDSs for all chemicals in the work area. All new materials must also have an MSDS.

2.2.6. Maintain a list of non-routine operations performed in the work area that involve the use of hazardous materials. This list will include the task, frequency, chemical used, target organs, and protective measures. Supervisors will also maintain Operating Instructions (OIs) or Technical Orders (TOs) that thoroughly describe non-routine tasks, associated hazards, and controls.

2.2.7. Develop a supplemental, work area specific employee education and training plan which provides detailed information on all areas required in paragraph 7. of this instruction. **The training will augment the standard HAZCOM Program, AFOSH STD 161-21.1W. An example plan is provided at Attachment 1 and may be used by the work area.**

2.2.8. Maintain a copy of the work area's most recent baseline Bioenvironmental Engineering (BE) survey, subsequent annual updates, and other special surveys.

2.2.9. Maintain a HAZCOM Binder containing the following information in the following order.

2.2.9.1. Tab A - AFOSH STD 161-21.

2.2.9.2. Tab B - Grand Forks AFB Instruction 48-104, Workplace Written Hazard Communication Program.

2.2.9.3. Tab C - Hazardous Chemical Inventory.

2.2.9.4. Tab D - Non-routine Task Listing.

2.2.9.5. Tab E - Employee Education and Training Plan.

2.2.9.6. Tab F - BEE Surveys.

2.2.9.7. Tab G - EMIS Authorization Worksheet or AF Forms 3952, Chemical/Hazardous Material Authorization Request.

2.2.9.8. Tab H - Additional Information.

2.2.9.9. Tab I - MSDSs.

2.2.9.10. Coordinate the acquisition of bypass material with Local Purchase Contracting and the BE to ensure that proper contracting procedures are followed for the acquisition of hazardous materials.

2.2.9.11. Ensure that all material including bypass material is labeled in accordance with paragraph 6. of this instruction.

2.2.9.12. Ensure all personnel assigned to the work area receive HAZCOM training for their work area at Grand Forks AFB before employees handle or are occupationally exposed to hazardous materials.

2.2.9.13. Ensure all workers are trained on the Federal Hazard Communication Training Program (FHCTP). This, and workplace specific hazard communication training, is documented on AF Form 55, "Employee Safety and Health Record," as described in AFOSH STD 161-21, paragraph 5.e.(5).

2.2.9.14. Maintain all documentation required by this program and ensure all employees have access to it during all work shifts and are aware of its location.

### **2.3. 319 ADS/SGGB, Bioenvironmental Engineering (BE) will:**

2.3.1. Maintain the MSDS master file containing all hazardous chemicals used on Grand Forks AFB.

2.3.2. Upon receiving notification of a new chemical from a work area supervisor, determine if the Hazardous Materials Information System (HMIS), MSDS, or equivalent information is avail-

able. If not, BE will attempt to obtain the MSDS using established procedures and determine if the material should be added to the hazardous materials inventory.

2.3.3. Advise any Air Force organization or individual concerning labeling of containers. Government Owned, Contractor Operated (GOCO) facilities will receive advice concerning labeling of containers for nationally stock listed items only.

2.3.4. Provide technical assistance to Public Health (PH) and other formal organizational training structures conducting supervisor training on the FHCTP.

2.3.5. Provide work area supervisors technical assistance in the development of the work area hazardous materials inventory and listing of non-routine tasks involving hazardous materials.

2.3.6. Review work area programs with industrial case files as required.

2.3.7. Advise supervisors of the specific hazards of material through work area evaluations.

**2.4. 319 ADS/SGGZM, Public Health (PH) will:**

2.4.1. Arrange and conduct the supervisor "Train the Trainer" Course. This training must be documented on the AF Form 55.

2.4.2. Provide technical assistance to work area supervisors on the HAZCOM training of employees.

2.4.3. Employees departing Grand Forks AFB because of a permanent change of station (PCS) will take their AF Form 55 with them to their next duty station. Employees who are separating or retiring from the Air Force will have their AF Form 55 maintained in their last duty section for a period of one year. After that time destroy or stage the AF Form 55 per files plan disposition requirements.

**2.5. Hazardous Materials Pharmacy (HAZMART) or applicable HMCC will:**

2.5.1. Upon receipt of hazardous materials, ensure containers are identified and labeled with the identity of the hazardous material, appropriate hazard warning, and the name, address, and phone number of the manufacturer, importer, or other responsible party. Supply inspectors should not accept improperly labeled containers or materials not accompanied by a MSDS.

2.5.2. Prior to issue, ensure that all unlabeled hazardous materials are properly labeled using Hazardous Chemical Warning Labels (DD Form 2521 8 1/2 in x 11 in or DD Form 2522 4 in x 6 in), or equivalent.

2.5.3. Prior to ordering hazardous materials ensure that an AF Form 3952 or electronically generated EMIS worksheet signed by BE is on file.

2.5.4. Upon receipt of a new product, forward a copy of the manufacture specifics MSDS to 319 ADS/SGGB to be included in the master MSDS file.

2.5.5. Provide copies of all MSDSs to requesting organizations.

**2.6. 319 CONS/LGC, Contracting Officer will:**

2.6.1. Comply with paragraph 9. of this instruction.

2.6.2. Ensure that all contracts for which the Air Force locally procures potentially hazardous materials, includes clause 52.223-3, "Hazardous Material Identification and Material Safety Data", of the Federal Acquisition Regulation (FAR) 23.303.

2.6.3. The Contracting Officer, with assistance from BE and work area supervisor, if requested, will advise contractors of hazardous chemicals they may encounter and protective measures needed in the normal course of their work, during the pre-performance conference. The Contracting Officer will also tell the contractor that MSDS information is available at the work area for nationally stock listed items. If copies are requested, the Contracting Officer will forward the request to BE.

2.6.4. At the pre-performance conference, and subsequently during the contract performance period, the requiring activity Quality Assurance Evaluator will advise work area supervisors and Air Force employees monitoring the performance of contractors of hazardous chemicals introduced by the contractor. The contractor is required to submit information on the use of hazardous materials according to FAR clause 52.223-3.

2.6.5. Ensure that all contracts require compliance with Title 29, CFR, 1910.1200.

### **3. Hazard Determination:**

3.1. Grand Forks AFB will rely on the hazard determination of the supplier and/or manufacturer for purchased potentially hazardous materials.

3.2. For those potentially hazardous materials produced by AF components, the activity controlling the formulation will make the hazard determination. Hazard determinations will be made according to Appendix B of the OSHA Hazard Communication Standard, Title 29, CFR, 1910.1200.

### **4. Material Safety Data Sheets (MSDSs):**

4.1. BE maintains the MSDS master file containing all hazardous chemicals used at Grand Forks AFB as part of the HAZMART. This master file consists of the Hazardous Material Information System (HMIS) and OSHA Form 174, Material Safety Data Sheet, or equivalent forms.

4.2. The work area MSDS file/database (Tab I, HAZCOM Binder) will be readily available to all workers. Supervisors must ensure access to workers during all work shifts. The MSDS database and hard copies of MSDS will be part of the HAZCOM program.

4.3. For information on materials not listed in the HMIS or their MSDS file, the worker should contact BE. If the MSDS is not available, BE will request the MSDS from the manufacturer and provide a copy to the work area.

4.4. Workers desiring MSDS information and an explanation of the information contained in the MSDS should contact their work area supervisor, the HAZMART, applicable HMCC or BE. If the HAZMART, applicable HMCC or BE is contacted, a mutually acceptable time will be arranged to provide the requested information.

### **5. Labels and Other Forms of Warning:**

**5.1. All hazardous material containers brought onto, or used within the confines of Grand Forks AFB will be labeled, tagged or marked with the following information:**

5.1.1. Identity of the hazardous materials:

5.1.1.1. Material name.

5.1.1.2. Stock number.

5.1.1.3. Part number.

5.1.2. Appropriate hazard warnings:

5.1.2.1. Degree (none to severe) of hazard (health, contact, fire, reactivity, etc.).

5.1.2.2. Specific hazards as listed on the MSDS.

5.1.2.3. Areas of the body to protect (eyes, skin, respiratory tract).

5.1.3. Name, address, and phone number of the manufacturer, importer, or other responsible party.

**5.2. DD Form 2521 or DD Form 2522, when available, will be used as a uniform labeling system to meet the labeling requirements for:**

5.2.1. Existing stocks of unlabeled materials.

5.2.2. Hazardous materials manufactured within the Air Force.

5.2.3. Transferring, repackaging or distributing of bulk quantities of hazardous materials into other containers (breakdown quantities). The exception for this rule is when a material is placed in an unmarked container and used or returned to the original container within one work shift.

5.2.4. Relabeling hazardous material containers in accordance with paragraph **6.1.** above when labels have been accidentally defaced or lost.

**5.3. The sources for this labeling information are:**

5.3.1. HMIS labeling field.

5.3.2. Label on bulk or packaged containers.

5.3.3. Hard copy of the manufacturer's MSDS.

5.3.4. Manufacturer, importer, or other responsible party.

**5.4. Label all tanks with the name of the material it contains.** This will ensure non-compatible materials are not accidentally added to the tank or vat.

**6. Employee Information and Training:**

6.1. All workers will be trained on the AFOSH STD 161-21.1W, "Federal Hazard Communication Training Program (FHCTP), Student's Workbook," and video program, or equivalent HQ AFMOA/SGPA approved program containing the elements of the FHCTP, before the workers handle or are occupationally exposed to hazardous materials. The supervisor or other formal organization training structure (e.g., maintenance trainers) may provide this training.

6.2. Prior to starting work, each newly assigned person will receive a health and safety briefing and orientation that includes the following information and training:

6.2.1. An overview of the requirements contained in the Hazard Communication Standard.

- 6.2.2. Location of the HAZCOM Binder and MSDS file or database.
- 6.2.3. Hazardous materials present in the work area.
- 6.2.4. How to read labels and reviews MSDSs to obtain hazard information.
- 6.2.5. Physical and health risks of each hazardous chemical.
- 6.2.6. The symptoms of overexposure.
- 6.2.7. How to determine the presence and/or release of hazardous chemicals in the work area.
- 6.2.8. How to reduce or prevent exposure to hazardous chemicals through use of control procedures, work practices and personal protective equipment.
- 6.2.9. Steps taken to reduce or prevent exposure to hazardous chemicals.
- 6.2.10. Spill response procedures and emergency procedures to follow if employees are exposed to hazardous chemicals.

## **7. Hazardous Chemical Inventory:**

- 7.1. The hazardous chemical inventory is developed by the work area. BE reviews this inventory at least annually. Inventories should be in tabular format. Headings should include: 1) National Stock Number (NSN) (use manufacturer part number if NSN does not exist); 2) identity of the material (as it appears on the MSDS); 3) the manufacturer; 4) the normal amount used (e.g., gallons per month); and 5) disposal method (e.g., in process, contractor).
- 7.2. The hazardous chemical inventory is maintained in the work area and updated as necessary. When new chemicals are introduced into the work area, the supervisor will update the hazardous chemical inventory prior to use of the chemical in the work area.
- 7.3. The inventory may be compiled using the AF Form 2761, Hazardous Material Data, filed in the Bioenvironmental Engineering casefile and available from the Environmental Management Information System (EMIS) maintained by the HAZMART or HMCC. Proprietary information will not be included on the hazardous chemical inventory.

## **8. Contractor Operations:**

- 8.1. Contractors working in areas storing or using hazardous materials will be provided the following information:
  - 8.1.1. Hazardous chemicals to which they may be exposed while on the job site.
  - 8.1.2. Measures the contractor can take to lessen the risk of exposure.
  - 8.1.3. Steps the Air Force has taken to reduce the risks.
  - 8.1.4. The location of MSDS for the chemicals which are stored or used in the area.
  - 8.1.5. Information on how the materials are labeled.
- 8.2. The Air Force requesting activity quality assurance evaluator will advise work area supervisors and Air Force employees monitoring the performance of contractors of hazardous chemicals introduced by the contractor.

8.2.1. The contractor is required to submit information on the use of hazardous materials according to FAR clause 52.223-3.

8.2.2. Contracting is required to ensure that all contracts require compliance with Title 29 CFR 1910.1200, "Hazard Communication".

## **9. Non-routine Tasks Involving Hazardous Materials.**

9.1. The work area supervisor will list non-routine tasks performed in the work area, which involve hazardous materials. The supervisor will ensure work area O.I.s thoroughly describe non-routine tasks, associated hazards, and controls. O.I.s do not need to be prepared if technical orders or other documents adequately describe these tasks. Supervisors will ensure workers review these procedures before performing a non-routine task.

9.2. When workers temporarily perform duties outside their normal job, the supervisor of the activity will ensure these workers receive the following training prior to beginning the activity:

9.2.1. The initial FHCTP described in paragraph 5.c. of AFOSH STD 161-21 for workers not previously trained.

9.2.2. Supplemental training, as necessary, on specific chemical hazards that will be used or will be at the job site.

9.2.3. Measures the worker can take to reduce the risk of exposure at the job site and steps already instituted to reduce the risk (e.g., ventilation system).

9.2.4. The locations of the MSDSs for chemicals present.

9.2.5. The information contained on the labels.

9.3. The supervisor of the activity will forward a letter to the worker's formal supervisor describing the training conducted so the individual's AF Form 55 can be updated.

DAVID S. GRAY, Colonel, USAF  
Commander

**Attachment 1**

**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION**

***References***

Occupational Safety and Health Standards, Title 29, *Code of Federal Regulations (CFR) 1910.1200*  
AFOOSH Standard 161-21, *Hazard Communication*

## Attachment 2

### SAMPLE EMPLOYEE INFORMATION AND TRAINING PLAN

1. This document provides supervisory personnel with the training requirements for the Hazard Communication (HAZCOM) program for all personnel assigned to this work area. Upon completion of this training, personnel must have their AF Form 55 updated to reflect such training.

2. Overview:

2.1. The Occupational Safety and Health Administration (OSHA) issued the Hazard Communication Standard that eventually became Title 29, CFR, 1910.1200, Hazard Communication. It states that every individual has the right to know what hazards are faced on the job, and how to be protected against them. AFOSH Standard 161-21, Hazard Communication, outlines the Air Force program.

2.2. In 1983, OSHA issued the Hazard Communication Standard for manufacturing operations to help protect you. In 1987, OSHA revised this standard and expanded it to include all workplaces where personnel are exposed to hazardous chemicals.

2.3. The goal of the Hazard Communication Program is to reduce the incidence of occupational illness and injury caused by hazardous chemicals in the workplace.

3. Material Safety Data Sheets (MSDSs) are located with the HAZCOM Program. All documents (including the chemical inventory, non-routine task listing, and written plan) are contained in the HAZCOM binder, located in \_\_\_\_\_ . Work area personnel are trained on how to read material labels and MSDSs during their technical training and during initial work area orientation.

3.1. A Material Safety Data Sheet (MSDS) contains nine major sections. The sections are divided as follows: Material Identification, Ingredients and Hazards, Physical Data, Fire and Explosion Data, Reactivity Data, Health Hazard Data, Spill and Disposal Methods, Special Protection Information, and Comments Section. All companies follow this standard format.

3.1.1. Section I contains the material identification and general information like company name, address, material name with synonyms, and an emergency phone number.

3.1.2. Section II lists all hazardous ingredients in the chemical mixture. Many chemical materials are mixtures. Not only does this section list the ingredients, but also states the percentages of each ingredient found in the total mixture. For example, acetic acid may contain two ingredients, water and acetic acid, where water makes up 72% of the mixture and 28% is acetic acid. This accounts for 100% of the mixture (72 + 28). Knowing percentages is helpful when an air sample is accomplished to determine the airborne concentration of the hazard.

3.1.3. Section III contains physical data. Physical data is characterized by appearance, odor, a boiling point, freezing point, vapor pressure, solubility, and specific gravity. The important data in this section are vapor pressure, and boiling point. For instance, methylene chloride has a boiling point of 39°C (102°F) and has a high vapor pressure. Because of these physical properties, an employee should be aware that this material must be stored in a cool, vented, and flame free environment.

3.1.4. Section IV provides data on fire and explosion information such as what type of fire extinguishing media to use and whether or not any toxic vapors are released during a fire. If so, it states the personal pro-

protective measures fire fighters should use. It is important that this section be reviewed prior to using the chemical.

3.1.5. Section V provides reactivity data. This section simply describes “what can be stored with what”. An example is storing acids with bases. You would not want to store sodium hydroxide (lye) in the same cabinet with sulfuric acid (battery acid). If one of those containers broke; it would react vigorously, neutralize your chemicals, and produce hydrogen gas. It could produce a dangerous situation.

3.1.6. Section VI contains health hazard information. The data found in this section describe the route of entry (e.g., skin, eyes, respiratory) and the target organs or systems (e.g., liver, lungs, central nervous system).

3.1.7. Section VII provides information on the proper disposal of the material. This section tells you how to neutralize a chemical spill, how to dispose of the material, and who to contact if a spill occurs.

3.1.8. Section VIII provides important information on specific personal protective equipment such as respiratory protection, rubber boots, or eye goggles. It also provides information on the necessity for engineering controls such as a ventilation system.

3.1.9. Section IX is used for any additional comments the manufacturer deems necessary for the user. The key is educating the user on the product to prevent injury or illness.

4. A listing of all hazardous chemicals is provided as part of the HAZCOM Program. The actual chemicals are stored in \_\_\_\_\_.

4.1. The HAZCOM program requires the use of warning labels that contain the name and identity of the chemical and appropriate hazard warnings.

4.2. Labels on containers that leave the work area must contain the name and address of the responsible party. The warning label is often your first source of information about chemical hazards. The name and identity on the label can be used to find the right MSDS, where you will find additional information.

5. Table 1 provides the physical and health risks of each hazardous chemical along with the signs and symptoms of overexposure and the method of determining the presence or release of a hazardous material in the work area.

6. Work area personnel reduce or prevent exposure to hazardous chemicals by using appropriate personal protective equipment (PPE) and by being familiar with the signs and symptoms of exposure to the materials they are working with. Three basic methods for controlling chemical hazards are engineering controls, personal protective equipment, and administrative controls.

6.1. Engineering controls include substitution, isolation, general ventilation, and local exhaust ventilation. Substitution applies when a chemical, process, or piece of equipment with fewer hazards can replace an existing one. Isolation refers to using an enclosure, barrier, or a safe distance to separate workers from the exposure hazard. Common examples of this are machine enclosures, enclosed control rooms, and splash-guards. General ventilation is mixing an airborne hazard with fresh air to reduce exposure levels. This only applies when hazards have low toxicity and mix readily with air. Some examples of general ventilation are fans and vents. Local exhaust ventilation captures an airborne hazard as it is released and takes it out of the work area to eliminate the exposure.

6.2. Prioritizing how we control exposures is accomplished by looking at the source, path and receiver. Controlling the receiver is least desirable, but most often used. Personal protective equipment (PPE) is the most common means of protecting an individual against exposures (physical and health hazards). Some

examples of PPE include gloves, aprons, eye and face protection, and respirators. To protect you, the PPE must be matched to the specific hazard. For example, cloth gloves are useless for protection against a corrosive liquid. Personal protective equipment is useless unless you wear it. Proper fit, correct use, and routine inspection are essential.

6.3. Administrative controls include documentation, information, and training in safe work practices, good housekeeping, and most of all, monitoring. This applies to personnel and equipment. The Hazard Communication Program is an effective administrative control to ensure workers are informed on the work area hazards.

7. Steps taken to reduce exposure. Steps are described in the BE annual industrial survey reports. The reports address PPE and administrative controls to reduce the risk of exposure to all workers. Additionally, all personnel are provided HAZCOM training and are always discussing potential situations as well as how to best deal with such situations.

8. Work area personnel do/do not (circle appropriate word) use large quantities of hazardous materials. Most spills are cleaned up on the spot by following the Hazardous Material Spill Cleanup Procedures that are reviewed prior to working with any chemical. An emergency eyewash is available in \_\_\_\_\_ for accidental contact and a shower is available in the next room. Immediately after flushing the exposed area for 15 minutes, personnel involved will be taken to the Emergency Room for further evaluation. Additionally, work area personnel receive in-service training on responding to hazardous material spills. If, at any time, there is a spill that is beyond our capabilities, work area personnel will evacuate the building and call the Fire Department for assistance.

#### Emergency Points of Contact

Fire Department	747-6117
Acute Care Clinic	747-5520
Bioenvironmental Engineering	747-5596
Safety	747-3368
Public Health	747-5511
Environmental	747-5933

9. The following review questions may be used by supervisors to test workers' knowledge of the Hazard Communication Program.

- 9.1. What are some of the significant hazards of your shop?
- 9.2. What is a MSDS?
- 9.3. Where are the MSDSs for your shop kept?
- 9.4. Where is the Hazardous Material Inventory?
- 9.5. What type of PPE is used in your shop?
- 9.6. Who is your HAZCOM Program Manager?

**Attachment 3**

**HAZCOM PROGRAM REVIEW CHECKLIST**

- A4.1. Are all of the components of the HAZCOM program present and current? **Yes No**
- A4.1.1. AFOSH Std 161-21, "Hazard Communication" \_\_\_\_\_
- A4.1.2. GFAFBI 48-104, Workplace Written Hazard Communication Program \_\_\_\_\_
- A4.1.3. Employee Information and Training Plan \_\_\_\_\_
- A4.1.4. Chemical Inventory \_\_\_\_\_
- A4.1.5. Complete Listing of MSDS \_\_\_\_\_
- A4.1.6. Listing of Non-routine Tasks \_\_\_\_\_
- A4.1.7. Materials Properly Labeled \_\_\_\_\_
- A4.1.8. Current BE Survey Reports \_\_\_\_\_
- A4.2. Are the attachments to the program specific for the work area?
- A4.3. Did all personnel have an AF Form 55 and was it up to date to include HAZCOM training?
- A4.5. Have all workers received initial HAZCOM training (within 30 days of arrival) and is this training documented?