Checklist of E/OHS Activities for Employee Right-to-Know/Hazard Communication

Program Contact Person: Brian Mohr

Is the Employee Right-to-Know/Hazard Communication Plan in place? Yes No

Is the Plan current? Yes No

Has the Plan been reviewed this school year? Yes No

Has the program been approved by the School Board for the current school year? Yes No

Has the chemical inventory been completed for the following functional areas?

Location of Chemical Inventory Form

Art Instruction Yes No N/A Main Office

Custodians Yes No N/A Custodial Office

Food Service Yes No N/A Building kitchens

Science Rooms Yes No N/A Science instructor’s office

Shop (metals, wood, auto) Yes No N/A

Are MSDS available and located with the chemical inventory? Yes No

Do the MSDS concur with the chemical inventory? Yes No

**Has training been provided for the following staff?**

**Art Instructors** Yes No N/A **Science** Yes No N/A

**Custodians** Yes No N/A **Shop** Yes No N/A

**Food Service** Yes No N/A **Transportation** Yes No N/A

Note: Training was provided to custodial staff on, ERTK, BBP, Slips, Trips & Falls 3-8-2011. BP

**Contact List for Employee Right-to-Know Program**

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| --- | --- |
| **Department** | **Key Contact for Department**  **(person responsible for locating MSDS)** |
| Art | Rebecca Walling/ HS |
| Biology | Mike Weisenberger/MS,  Maria Nuthak//HS |
| Consumer Life Science | Ronda Eckhart/HS |
| Custodial/Maintenance | Rick Schmit/All campus |
| Food Service | Bernie Reinke/Administration |
| Photo | Arlyn DeBruyckere/HS |
| Chemistry/ Science | Arlyn DeBruyckere/HS,  Mike Weisenberger/MS |
| Shop—Welding | Daryl Lundin/HS  Jeff Smith/HS |
| Shop—Wood | Daryl Lundin/HS  Michael Schultz/MS |
| Transportation/Buildings and Grounds | Brian Mohr |
| Other |  |
|  |  |
|  |  |

**Completed by: Brian Parrie** **Date:1-19-2012**