

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

Program Contact Person: Barry Gappa

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 chemical inventory been completed for the following functional areas?

Location of Chemical Inventory Form

Art Instruction	Yes No N/A	<u>Art room, instructors desk</u>
Custodians	Yes No N/A	<u>Custodial office, on file cabinet</u>
Food Service	Yes No N/A	<u>Kitchen, desk</u>
Science Rooms	Yes No N/A	<u>Chemistry lab, electronically</u>
Shop (metals, wood, auto)	Yes No N/A	<u>District office</u>

Are SDS available and located with the chemical inventory? **Yes** No

Do the SDS concur with the chemical inventory? **Yes** No

Note: A complete list of chemicals and the corresponding SDS forms for Custodians, and Food Service can be found on <http://yourhealthandsafety.net> -9-19-19-sc

Note: Digital storage of SDS sheets does meet OSHA compliance as long as there is a back-up system in place in case of a power outage. Such as Laptop with a battery, you can also call to your health and safety consultant so they can provide the necessary SDS sheet or a physical copy of the SDS sheets can be stored at the school.

Has training been provided for ALL staff?

Note: All-staff training was conducted in Aug. 26, 2019 by Brian Parrie.



Client: Nicollet Public School

Department	Key Contact for Department (person responsible for making SDSs)
Art	Nicole Lecy
Biology	Nick Mans
Consumer Life Science	N/A
Custodial/Maintenance	Barry Gappa
Food Service	Barb Rosin
Photo	N/A
Science	Nick Mans
Shop–Welding	Pat Keerney
Shop–Wood	Pat Keerney
Transportation and Maintenance	N/A
Other	



Completed by: Shane Carlson Date: 11/07/2019

