

Hazardous Substances and New Organisms Training Record

ITEM		CHECK
Name of substances workers are required to use:		
What harm can each hazardous substance cause?		
Which substances are incompatible and need to be stored separately?		
What are the main points on how to do the jobs that involve hazardous substances?		
What are the control measures at the workplace to reduce exposure to the substances and keep workers safe and healthy?		
Has the worker been provided with the right safety equipment and Personal Protective Equipment?		
How do we use the safety equipment and Personal Protective Equipment?		
Is Personal Protective Equipment in good repair?		
Does Personal Protective Equipment fit properly?		
Where are the Safety Data Sheet's for substances kept and how are they accessed them?		
What do we do in emergencies involving the substance, for example, a spill?		

What is the first aid equipment required to deal with incidents involving hazardous substances, such as splashes?		
Have the team had practical experience under direct supervision reflecting the risks associated with the Hazardous substance?		
Does the worker know to ask their manager questions if they don't know how to safely use or store a hazardous substance?		

Workers Attending Training Session

Name:

Signature:

Date of Training Session:

Trainer Name:

Trainer Signature: