

Basic Training Module Chemical Management

Exercise Module 6:

ZDHC- Chemical Management Assessment Questionnaire

SI	Conditions	Yes	No
1	Does your facility have a chemical management plan or system?		
2	Does your facility have an individual or team responsible for chemical management or environmental health and safety? If so, who? Do department heads know their responsibilities?		
3	Does the facility have an inventory of the hazardous materials used in the facility? If so, is the inventory electronic or paper? Where is it kept? How often is it updated and by whom?		
4	Are chemicals stored separated by hazard class and compatibility in a uniform storage system? Is there sufficient storage area?		
5	Has the facility had a comprehensive facility-wide hazardous materials clean out to rid the business of old, unwanted chemicals? If so, when was the last clean out?		
6	Do laboratories have a Chemical Hygiene Plan, if required?		
7	Is chemical management or safety training available to staff? Is Right-To-Know training for all staff handling hazardous materials conducted annually?		
8	Does the facility have Safety Data Sheet (SDS) for the hazardous materials used in the facility? Where are these sheets kept? Are they current within the last 3 years?		
9	Does the facility have a chemical emergency response plan? Is the staff trained in chemical emergency response?		
10	Does the facility have a chemical purchasing policy? Who is responsible for chemical purchasing?		
11	Is the facility properly registered under its applicable generator status of hazardous waste with the local or regional government?		
12	Does the facility have a proper waste management system in place to assure proper management and disposal of chemicals?		



Source *Resource Efficient Management of Chemicals (REMC)*