

## WHMIS 2015: Safety data sheets

Safety data sheets (SDSs) are documents that provide information about hazardous products and advice about safety precautions.

An SDS tells you:

- The hazards of a product
- How to use the product safely
- What to expect if you don't follow the advice
- How to recognize symptoms of exposure
- What to do if emergencies occur

SDSs provide more information about products than labels do. SDSs are important resources that help you learn more about the products you use. Use this information to find out the following:

- The hazards of the products you use
- How to protect yourself from those hazards
- Safe handling and emergency procedures

The suppliers of products usually obtain or prepare the SDSs. In some cases, an employer may need to prepare an SDS (for example, when the product is produced and used only in that workplace).

Your employer must make sure that up-to-date SDSs are easily available to you. In general, your employer needs to make sure that no SDS is more than three years old. However, there are some exceptions to this rule. For example, if an up-to-date SDS is unavailable, your employer may need to get written confirmation from the supplier that the SDS hasn't changed.

Under WHMIS 2015, every hazardous product that is used, handled, or stored in a workplace must have an SDS.

### The 16 sections of a safety data sheet

1. Identification
2. Hazard identification
3. Composition/Information on ingredients
4. First-aid measures
5. Fire-fighting measures
6. Accidental release measures
7. Handling and storage
8. Exposure controls / Personal protection
9. Physical and chemical properties
10. Stability and reactivity
11. Toxicological information
12. Ecological information\*
13. Disposal considerations\*
14. Transport information\*
15. Regulatory information\*
16. Other information

\* In sections 12 to 15, the headings need to be listed, but suppliers don't have to provide information.

### When you should use SDSs

Always be familiar with the hazards of a product before you start using it.

- Look at an SDS and match the name of the product on the container to the one on the SDS (Section 1).
- Know the hazards (Section 2).
- Understand safe handling and storage instructions (Section 7).
- Understand what to do in an emergency (sections 4, 5, and 6).

## Record of meeting

Project				
Address		City	Province	Postal code
Employer		Supervisor		
Date (yyyy-mm-dd)	Time		Shift	
Number in crew		Number attending		

### Other safety issues or suggestions made by crew members


### Record of those attending

Name (please print)	Signature	Company
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		

Manager's remarks	
Manager's signature	Supervisor's signature