

## JOHSC WHMIS Quick Guide (District Sites)

### JOHSC Role

Help the site identify gaps and risks related to hazardous products and follow up so inventory, labels, SDS access, storage, training, and disposal processes are in place.

### Walkthrough: What to Look For

- Hazardous products present (cleaners, solvents, paints, fuels, lab chemicals, aerosols).
- Supplier label present and readable on each container.
- Workplace labels on decanted containers (spray bottles, smaller containers).
- SDS available for each WHMIS-controlled product and easy to access (binder and/or digital).
- Storage aligned with SDS instructions and incompatibles separated.
- Products stored securely (not near food, not in public/student areas, away from heat/ignition sources).
- Expired, deteriorating, or unnecessary stock identified.
- Any unlabeled or unknown substances identified for removal from service and disposal via work order.

### Red Flags That Need Follow-Up

- Unlabeled containers or products with missing/illegible labels.
- No SDS available, or SDS not accessible during operating hours.
- Acids stored with bases, oxidizers stored with flammables, or reactive products stored together.
- Flammables stored outside approved storage (where required) or near ignition sources.
- Chemicals stored in food containers or in food storage areas.
- Unknown substances kept “just in case.”

### Simple Follow-Up Actions

- Record the item, location, and issue (label/SDS/storage/unknown) and share with the site leader and Facilities as needed.
- Support locating missing SDSs and organizing access.
- Encourage timely labeling of decanted containers.
- Encourage storage changes aligned with SDS instructions.
- Ensure first aid attendants know where SDSs are and can reference Section 4 for exposures.
- Initiate hazardous waste/unknown substance disposal via work order (e.g., eBASE) so approved contractors are used.

### **Suggested JOHSC Standing Agenda Items (WHMIS)**

- Inventory status and any new products introduced
- Missing SDSs or label issues
- Storage improvements completed / outstanding
- Incidents or near-misses involving chemicals and lessons learned
- Training status / upcoming training needs
- Hazardous waste disposal work orders submitted and completed