

8.0 WORKPLACE HAZARDOUS MATERIALS INFORMATION SYSTEM (WHMIS)

8.1 WHMIS Regulations

Workplace Hazardous Materials Information System (WHMIS) expands workers' right to know. The Regulations (Reg. 860/90) require that more detailed information be provided to the workers about certain biological or chemical agents. WHMIS was developed in consultation with industry groups, labour, and federal and provincial authorities.

The federal WHMIS applies to:

- importers
- manufacturers
- suppliers of hazardous materials.

The Hazardous Products Act requires suppliers in Canada to provide labels and Material Safety Data Sheets (MSDS) to their customers.

The Controlled Products Regulations made under the Hazardous Products Act define certain hazardous materials as controlled products, which are subject to the WHMIS requirements. The regulations set out details about information the supplier is obliged to provide on labels and MSDSs.

In Ontario, Part IV of the Occupational Health and Safety Act requires employers to ensure, subject to the regulations, that all hazardous materials are labeled and that Material Safety Data Sheets are available. Employers are required to develop training programs in consultation with the JHSC. The employer also has a duty to ensure that no hazardous material is used, handled or stored in a workplace unless the WHMIS regulation has been met.

8.2 The Ontario WHMIS Regulation

The Ontario WHMIS Regulation sets out, in detail, the requirements concerning labels, MSDSs and worker training programs.

a) Labels

A label on containers of hazardous materials is the first hazard warning workers are likely to see. There are two types of labels:

- a supplier label; and
- a workplace label.

A **supplier label** is placed on the container of hazardous material by the supplier before shipping. In the case of bulk shipments, only the outer container needs a label, as long as there is an agreement for full labeling at the workplace. The most commonly seen label in workplaces is the "full information label". It provides the greatest number (seven) of information categories.

Workplace labels are required when a controlled product is produced in the workplace or, when the product is transferred from the supplier container into

workplace containers. No label is required if the workplace container will be used during the same shift and only by the person who filled it. The workplace label only needs to show the product name, safe handling instructions and an MSDS statement.

b) Material Safety Data Sheets (MSDS)

Material Safety Data Sheets give more detailed information than labels. The MSDS is a technical document which summarizes the health and safety information available about a controlled product. Some of this information, on the product in question, is about:

- Handling
- Storage
- Use
- Health effects
- Emergency procedures, and
- Protective measure necessary for workers at risk of exposure.

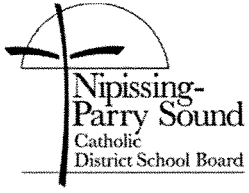
The legislation allows changes to the design and wording of an MSDS.

Please see attached sample MSDS sheet.

All employees are responsible to know where the MSDS binder is located in their work location. Employees will consult with their supervisor or Health and Safety site representative to determine the location of the MSDS binder.

c) Worker Training

Worker training is the vital final step in the WHMIS system. It provides the knowledge workers need to understand WHMIS hazard information. Workers need to know how to use the information on labels and MSDSs. All workers who work with, or work near a controlled product must be informed about the hazard information provided by the supplier of a controlled product. This training must be developed, implemented and reviewed each year by the employer in consultation with the JHSC.



8.3 WORKPLACE HAZARDOUS PRODUCT INVENTORY FORM

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Prepared by: _____ Date: _____

Product Name/Description	Quantity	Location	Supplier/Manufacturer	MSDS Y/N

9.0 HAZARDS RECOGNITION, ASSESSMENT AND CONTROL PROGRAM