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|  | health & safety Safety Data Sheet CHECKLIST |

1. Purpose

This checklist can be used to verify that a safety data sheet (SDS) meets the regulatory requirements described in *Chemical management guidelines, 2.4. Safety data sheet (SDS).*

1. SDS Checklist

Product name:

Date of assessment:

Tick or cross box where required information is provided. Provide comments in the “comments” section where required information is not provided, incorrect or not applicable

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| SECTION 1 – Chemical Product and Company Identification | COMMENTS |
| Product (material) name |  |
| Other names |  |
| Recommended use |  |
| Manufacturer or Supplier |  |
| Name |  |
| Address |  |
| Telephone number |  |
| Emergency telephone number |  |
| SECTION 2 – Hazards Identification | COMMENTS |
| Hazard classification |  |
| Risk phrase(s) |  |
| Safety phrase(s) |  |
| SECTION 3 – Composition/Information on Ingredients | COMMENTS |
| Substance |  |
| Chemical identity of the pure substance |  |
| Common name(s), synonym(s) |  |
| CAS Number(s) |  |
| Mixture |  |
| Chemical identity of ingredients |  |
| Proportion of ingredients |  |
| CAS number(s) for ingredients |  |

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| SECTION 4 – First Aid Measures | COMMENTS |
| Description of first aid according to routes of exposure  skin contact  eye contact  inhalation  ingestion |  |
| Indication of medical attention and special treatment needed including description of most important signs and symptoms, acute and delayed. |  |
| Additional information |  |
| Aggravated medical conditions caused by exposure |  |
| SECTION 5 - Fire Fighting Measures | COMMENTS |
| Suitable extinguishing media |  |
| Hazards from combustion products |  |
| Special protective precautions and equipment for fire fighters |  |
| Additional information |  |
| Hazchem code |  |
| SECTION 6 - Accidental Release Measures | COMMENTS |
| Emergency procedures |  |
| Methods and materials for storage, including any incompatibilities |  |
| SECTION 7 - Handling and Storage | COMMENTS |
| Precautions for safe handling |  |
| Conditions for safe storage, including any incompatibilities |  |
| SECTION 8 - Exposure Control/Personal Protection | COMMENTS |
| National exposure standards |  |
| Biological limit values |  |
| Engineering controls |  |
| Personal protective equipment |  |
| Other controls |  |
| SECTION 9 – Physical and Chemical Properties | COMMENTS |
| Appearance (colour, physical form, shape) |  |
| Odour |  |
| pH |  |
| Vapour pressure |  |
| Vapour density |  |
| Boiling point/range |  |
| Freezing/melting point |  |
| Solubility (type of solvent) |  |
| Specific gravity or density |  |
| Information for flammable materials |  |
| Flash point and method of detecting flash point |  |
| Upper and lower flammable (explosive limits in air) |  |
| Ignition temperature |  |

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| SECTION 10 – Chemical Stability and Reactivity Information | COMMENTS |
| Chemical stability |  |
| Conditions to avoid |  |
| Incompatible materials |  |
| Hazardous Decomposition Products |  |
| Hazardous reactions |  |
| SECTION 11 - Toxicological Information | COMMENTS |
| Health effects from likely routes of exposure  effects of acute exposure  effects of chronic exposure |  |
| Other  irritancy  skin sensitisation  respiratory sensitisation  carcinogenetic  synergistic products/effects |  |
| SECTION 12 – Ecological Information | COMMENTS |
| Ecotoxicity |  |
| Persistence and degradability |  |
| Mobility |  |
| Additional information |  |
| Environmental fate (exposure) |  |
| Special precautions for landfill or incineration |  |
| SECTION 13 – Disposal Considerations | COMMENTS |
| Disposal methods and containers |  |
| Special precautions for landfill or incineration |  |
| SECTION 14 – Transport Information | COMMENTS |
| UN number |  |
| UN proper shipping name |  |
| Class and subsidiary risk |  |
| Packing group |  |
| Special precautions for user |  |
| Hazchem code |  |
| SECTION 15 – Regulatory Information | COMMENTS |
| The regulatory status of the material (including its ingredients) under relevant Australian health, safety and environmental legislation |  |
| Additional information |  |
| Additional national and/or international regulatory information |  |
| SECTION 16 – Other Information | COMMENTS |
| Date of preparation or last revision of the SDS (may include date to be revised) |  |
| Literature references |  |
| Sources of data |  |

For use in conjunction with the *Chemical risk management requirements.*

For further information, refer to <https://safety.unimelb.edu.au/safety-topics/chemical-management-and-hazardous-waste/chemical-management> or contact your local Health and Safety Business Partner.