What a WHMIS program must include

The six elements a compliant program covers — keep this with your OHS records and date each review.

- [ ] **Hazardous product inventory**
  Every classified product on site, with location and quantity. Nothing else in the program can be complete until this is.

- [ ] **Labelling procedures**
  Who creates workplace labels, from what template, and who checks incoming supplier labels for compliance and legibility.

- [ ] **SDS management**
  How safety data sheets are obtained, where they live, who keeps them current, and how workers reach them on every shift.

- [ ] **Worker education and training plan**
  Who needs it, what generic education they receive, when, and how completion is recorded.

- [ ] **Site-specific procedures**
  Safe handling, storage, disposal, spill response and emergency procedures for the products in the inventory.

- [ ] **Regular program review**
  A scheduled review in consultation with the health and safety committee or representative, with the date recorded. Retrain when products, processes or hazard information change.