



## TOOLBOX TALK: SAFETY DATA SHEETS

# Understanding the Chemicals We Work With

Safety Data Sheets (SDSs), formerly known as Material Safety Data Sheets, include information such as the properties of each chemical at a workplace; the physical, health, and environmental health hazards; protective measures; and safety precautions for handling, storing and transporting the chemical.

### SAFETY DATA SHEETS ARE COMPRISED OF 16 SECTIONS:

**1. IDENTIFICATION OF SUBSTANCE:** Includes product identifier; manufacturer or distributor name, address, phone number, emergency phone number; recommended use; and restrictions.

**2. HAZARDS IDENTIFICATION:** Includes all hazards regarding the chemical and required label elements.

**3. COMPOSITION:** Includes information on chemical ingredients and trade secret claims.

**4. FIRST AID MEASURES:** Includes important symptoms/effects, acute or delayed, and required treatment.

**5. FIRE-FIGHTING MEASURES:** Lists suitable extinguishing techniques,

equipment and chemical hazards from fire.

**6. ACCIDENTAL RELEASE MEASURES:** Lists emergency procedures, protective equipment; chemical hazards from fire.

**7. HANDLING AND STORAGE:** Lists precautions for safe handling and storage, including incompatibilities.

**8. EXPOSURE CONTROLS/ PERSONAL PROTECTION:** Lists OSHA's Permissible Exposure Limits; personal protective equipment and control measures.

**9. PHYSICAL AND CHEMICAL PROPERTIES:** Lists the chemical's characteristics.

**10. STABILITY AND REACTIVITY:** Lists chemical stability and possible hazardous reactions.

**11. TOXICOLOGICAL INFORMATION:** Includes routes of exposure; related symptoms, acute and chronic effects; numerical measures of toxicity.

**12. ECOLOGICAL INFORMATION:** Provides information to evaluate the environmental impact of the chemical(s) if it were released to the environment.

**13. DISPOSAL CONSIDERATIONS:** Provides guidance on proper disposal practices, recycling or reclamation of the chemical(s) or its container, and safe handling.

**14. TRANSPORT INFORMATION:** Provides guidance on classification information for shipping and transporting of hazardous chemicals by road, air, rail or sea.

**15. REGULATORY INFORMATION:** Identifies safety, health and environmental regulations.

**16. OTHER INFORMATION:** Includes the date of preparation or last revision, and any other useful information.

### SAFETY DATA SHEETS:

- Can be requested from the manufacturer or found online.
- Must be readily accessible to employees for all hazardous chemicals in their workplace.
- May be kept in a binder or digitally as long as employees have immediate access without leaving their work area when needed and a back-up is available for rapid access to the SDSs in the case of a power outage or other emergency.

I understand the information presented and the importance of keeping up-to-date SDSs that are readily accessible. I will handle, store and transport all chemicals in a safe and responsible manner according to their SDSs.

COMPANY: \_\_\_\_\_

DATE: \_\_\_\_\_

EMPLOYEE NAME:

EMPLOYEE SIGNATURE:

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

Learn more ways to keep your workplace safe.  
Visit [safeatwork.mo.gov](https://safeatwork.mo.gov).

