

## Hazard Communication Program - APPENDIX C Hazardous Chemical Inventory

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*For additional information and assistance regarding implementation of the Hazard Communication Program at PSU, please contact Environmental Health & Safety at (503) 725-3738 or e-mail at [EHS-group@pdx.edu](mailto:EHS-group@pdx.edu)*

**Department Name:** \_\_\_\_\_

**Instructions:**

Enter all the chemicals used by your department staff. You do NOT need to list consumer products used in the same way a consumer would use them in the home (for example, spray kitchen cleaner used to clean your office kitchen once a week).

Enter the **Chemical/Product Name** the way it is listed on the label. If you have the same material (for example, latex paint) in several forms or from several manufacturers, you may list it only once if the hazards are the same. In those cases, list "Multiple" in the "Manufacturer" column.

List the **Manufacturer** of the product as listed on the label or Safety Data Sheet.

List the date that a chemical is added as a product in active use under **Date Added**. If a chemical is no longer in use, list the date use was discontinued under **Date Deleted**. Regulations require that we maintain the chemical inventory records for 30 years.

