



Hazardous Materials Storage Compliance Checklist

Hazard Identification & Inventory

Ensuring all hazardous materials are properly identified, classified, and tracked.

Description of Hazardous Materials Inventory Management Process

Write something...

Inventory List (Including Chemical Names, CAS Numbers, Quantities)

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Total Number of Unique Hazardous Materials Stored

Enter a number...

SDS (Safety Data Sheet) Availability (Select all that apply)

- ☐ Readily Accessible (Printed)
- ☐ Readily Accessible (Electronic)
- ☐ Both Printed & Electronic

SDS Management System

- ☐ Manual System
- ☐ Electronic SDS Management Software

Date of Last Inventory Review

Enter date...

Details of Any Discrepancies Found During Inventory Reviews and Corrective Actions Taken

Write something...

Storage Area Design & Construction

Verification of the physical layout and construction of the storage area to meet regulatory requirements.

Storage Area Square Footage:

Enter a number...

Floor Construction Type:

- ☐ Concrete
- ☐ Asphalt
- ☐ Other (Specify)

Describe any flooring coatings or treatments:

Write something...

Is the area protected from weather exposure?

☐ Yes

☐ No

Minimum Clearance Between Stored Materials and Ceiling:

Enter a number...

What construction materials are used for walls and roof?

☐ Concrete

☐ Steel

☐ Wood

☐ Insulation

☐ Other (Specify)

GPS Coordinates of Storage Area

 [Set My Current Location](#)



Containment & Spill Prevention

Assessment of secondary containment and measures to prevent spills and releases.

Secondary Containment Volume (Gallons)

Enter a number...

Secondary Containment Material

- ☐ Concrete
- ☐ Polyethylene
- ☐ Steel
- ☐ Other (Specify in Long Text)

If 'Other' selected for Secondary Containment Material, please specify:

Write something...

Absorbent Materials Available?

☐ Yes

☐ No

Types of Absorbent Materials Available

☐ Pads

☐ Socks

☐ Loose Absorbent

☐ Granular Absorbent

☐ Other (Specify in Long Text)

If 'Other' selected for Absorbent Materials, please specify:

Write something...

Last Absorbent Material Inspection Date

Enter date...

Photo of Secondary Containment Area

 Upload File

Labeling & Signage

Confirmation that all containers and the storage area are properly labeled and signed.

Are all containers properly labeled with the chemical name and hazard warnings?

☐ Yes

☐ No

☐ N/A

Are all containers labeled with the Globally Harmonized System (GHS) pictograms?

☐ Yes

☐ No

☐ N/A

Confirm the wording used on labels adheres to regulatory requirements (e.g., NFPA Diamond, DOT Placards). Provide example if necessary.

Write something...

Is the storage area clearly marked with appropriate hazard warning signs?

☐ Yes

☐ No

☐ N/A


Describe the signage used at the storage area entrance (e.g., 'Hazardous Materials Storage - Authorized Personnel Only').

Write something...

Number of unlabeled or improperly labeled containers found (if any).

Enter a number...

Upload photos of container labels and storage area signage.

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Segregation & Compatibility

Verification of proper segregation of incompatible materials to prevent dangerous reactions.

Are incompatible materials physically separated by a distance or barrier?

- ☐ Yes, adequate separation
- ☐ Yes, barrier used
- ☐ No, materials are adjacent
- ☐ N/A - No incompatible materials stored

Are acids stored separately from bases?

- ☐ Yes, clearly separated
- ☐ No, stored together
- ☐ N/A - No acids or bases stored

Are oxidizers stored away from flammable materials?

- ☐ Yes, adequate separation
- ☐ No, stored together
- ☐ N/A - No oxidizers or flammable materials stored

What method is used for segregation (e.g., distance, containment, incompatibility chart)?

- ☐ Distance
- ☐ Containment
- ☐ Incompatibility Chart
- ☐ Other - Specify in Long Text

If 'Other' was selected above, please explain the segregation method.

Write something...

Is a chemical compatibility chart readily available to employees?

- ☐ Yes
- ☐ No
- ☐ Not Applicable

Ventilation & Temperature Control

Assessment of ventilation systems and temperature control measures for hazardous materials storage.

Minimum Air Changes per Hour (ACH)

Enter a number...

Maximum Storage Temperature (°C)

Enter a number...

Temperature Recording Frequency (hours)

Enter a number...

Ventilation System Type

- ☐ Natural
- ☐ Mechanical Exhaust
- ☐ Dilution

Describe Ventilation System Maintenance Procedures

Write something...

Exhaust Air Discharge Location

- ☐ Directly to Atmosphere
- ☐ Through Air Filtration System
- ☐ Other (Specify)

If 'Other' for exhaust discharge location, please specify:

Write something...

Date of Last Ventilation System Inspection

Enter date...

Emergency Response & Spill Control

Evaluation of emergency response procedures, spill control equipment, and personnel training.

Describe the established emergency response plan for hazardous materials spills.

Write something...

What spill control equipment is readily available?

- ☐ Absorbent Materials (pads, socks, etc.)
- ☐ Neutralizing Agents
- ☐ Personal Protective Equipment (PPE)
- ☐ Containment Booms
- ☐ Spill Kits
- ☐ None

Quantity of spill kits available.

Enter a number...

Date of last spill response drill.

Enter date...

Describe the procedures for reporting a hazardous materials release to regulatory agencies.


Write something...

Who is the designated spill response coordinator?

☐ Name

☐ N/A

Attach a copy of the current SDS (Safety Data Sheet) index or master list.

 Upload File

Location of spill kit(s).

 Set My Current Location



Training & Documentation

Confirmation of employee training records, compliance documentation, and record-keeping practices.

Number of Employees Trained on Hazmat Storage

Enter a number...

Date of Last Hazmat Storage Training

Enter date...

Brief Description of Hazmat Storage Training Content

Write something...

Copy of Hazmat Training Records (Employee Names & Dates)

 Upload File

Training Method Used (e.g., Classroom, Online, On-the-Job)

- ☐ Classroom
- ☐ Online
- ☐ On-the-Job
- ☐ Other (Specify in Long Text)

Topics Covered in Training (Select all that apply)

- ☐ Hazard Identification
- ☐ Storage Requirements
- ☐ Spill Response Procedures
- ☐ Emergency Procedures
- ☐ Personal Protective Equipment (PPE)
- ☐ Regulatory Requirements

Date of Last Training Refresher (if applicable)

Enter date...

Inspections & Audits

Review of inspection records and audit procedures to ensure ongoing compliance.

Date of Last Inspection

Enter date...

Frequency of Inspections (e.g., monthly, quarterly)

Enter a number...

Summary of Findings from Last Inspection

Write something...

Areas Inspected During Last Audit (Select All That Apply)

- ☐ Storage Area A
- ☐ Storage Area B
- ☐ Loading Dock
- ☐ Segregation Areas
- ☐ Secondary Containment


Corrective Actions Taken (Related to Inspection/Audit Findings)

Write something...

Date of Completion of Corrective Actions

Enter date...

Upload Inspection/Audit Report (PDF, DOCX)

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Audit Performed by:

- ☐ Internal Auditor
- ☐ External Auditor

Regulatory Compliance & Updates

Verification of adherence to relevant federal, state, and local regulations and updates to compliance programs.

Date of Last Regulatory Review

Enter date...

Summary of Regulatory Changes Since Last Review

Write something...

Applicable Federal Regulations (Select all that apply)

- ☐ OSHA Hazard Communication Standard (29 CFR 1910.1200)
- ☐ EPA Resource Conservation and Recovery Act (RCRA)
- ☐ DOT Hazardous Materials Regulations (49 CFR Parts 100-185)
- ☐ Other (Specify in Long Text)

Frequency of Regulatory Updates Review (e.g., Monthly, Quarterly, Annually)

Enter a number...


Date of Next Regulatory Review

Enter date...

Review Method (How were regulations reviewed?)

- ☐ Internal Review
- ☐ External Consultant
- ☐ Subscription Service

Upload Documentation of Regulatory Review (e.g., meeting minutes, consultant reports)

 Upload File