Pesticide Storage Room Safety Report

Location:
☐ Guelph Campus  ☐ Ridgetown Campus  ☐ Research Station: ________________

Department: ________________ Building: ________________ Room Number: __________

Date: ______________________ Supervisor: ________________________________

Complete and send copy to Environmental Health and Safety by email at ehs@uoguelph.ca or fax at 519.824-0364. Retain original copy.

Storage Facility

☐ Door is locked
☐ Room is adequately lit
☐ Room is ventilated to outdoors.
☐ No floor drains, floor is sloped to sump.
☐ Floor drains lead to outside storage tanks
  o Integrity of storage tank is tested annually
  o Last testing date: ________________________________
☐ Shelves are in good condition and fixed to walls; maximum loading is posted
☐ Step stool or ladder is available for access to higher shelves.
☐ Room is dry
☐ Room is insulated
  o Room is heated and
  o Room is air conditioned
☐ Facility is located away from livestock, water courses, wells and cisterns, and food/feed storage facilities
☐ Wash-up facilities with soap, water and towels are located nearby storage

Signage

☐ Posted on all doors “Chemical Storage – Warning – Authorized Persons Only”
☐ Location of the nearest telephone is posted
☐ Name and phone number of person responsible for the facility is posted.
☐ Emergency telephone numbers are posted near facility:
  o Facility location/ address
  o 911 applies (Fire, Police, Ambulance)
  o Hospital/Poison Control Centre
  o University Campus Police number at extension 2000 or 519-840-5000
  o Environmental Health and Safety to report spills at extension 52049 during regular office hours or off hours contact Campus Police
In the event that EHS cannot be reached to,
  ▪ for reportable spills call the Ministry of Environment – Spills Hotline at 1-800-268-6060
  ▪ for clean-up of the spill requiring external contractors call RPR Environmental at 1-800-667-5217

Facility Housekeeping
- Chemical Inventory available in storage building and in facility office.
- Material Safety Data Sheets (or copies of labels if MSD sheets are not supplied), available near the facility for all materials.
- Containers are in good condition.
- All containers are labeled:
  - Contents
  - Owner
  - Date placed in inventory
  - Expiry date or date of disposal
  - “See MSDS for more information”

- Room contains only pesticides and is NOT used for general storage
- Herbicides are segregated from other pesticides and/or stored in plastic containers
- Highly toxic pesticides are segregated from other products
- Secondary containment in use for containers
- Room is clean and orderly
- Proper disposal of empty containers is posted

Emergency Preparedness
- Fire extinguisher is available; date last checked: ___________________________
- Emergency showers/eye wash station is available and tested monthly
- Spill kit is available and stocked with:
  - Absorbent
  - Broom
  - Scoop
  - Container for spilled material
  - Waste tags and forms
  - Tote(s) – type of containment for large/outdoor spills: _______________

- Personal protective equipment is available:
  - Neoprene gloves
  - Eye protection
  - Rubber boots
  - Tyvek coveralls
  - Respirator and cartridges stored in sealed plastic bag
☐ UoG Spill procedure posted “Spill Prevention and Action” posted
☐ Containers available for containment of material from damaged packaging:
  o Clear, strong plastic bags for granular formulations
  o Metal, glass, or plastic containers for liquids
  o Marking pens and tags available

Maintenance
Indicate Maintenance work that is required:

Authorized Pesticide Applicators
List Authorized Pesticide Applicators, as of date (YYYY-MM-DD):_________________

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
<th>Category</th>
<th>Expiry date*</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>(Grower’s Certificate or Exterminator License)</td>
<td>(YYYY-MM-DD)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* Note: indicate expiry date for certificates only. Do not share certificate/ license numbers

Retain original copy of completed form at the facility. Send copy to Environmental Health and Safety by email at ehs@uoguelph.ca or fax at 519.824-0364.