Workplace Hazardous Materials Information System (WHMIS) 2015 Label Program

Purpose
The purpose of the University of British Columbia (UBC) WHMIS 2015 Label Program is to provide the framework necessary to meet the terms of the Occupational Health and Safety Regulation (OHSR) regarding labeling of chemical compounds. Labeling of hazardous materials is part of the Workplace Hazardous Materials Information System (WHMIS) program.

Scope
This program applies to all employees who use, store or handle hazardous materials at the workplace.

Regulations
Hazardous Products Act and Regulations, Part II

Definitions
“Supplier label” refers to the label that was placed on the hazardous product by the supplier.

“Employer-produced product” refers to a known compound for which there is an SDS available and its hazardous properties are known.

“Decanted product” refers to a hazardous product transferred from its original container in a new container.

“Laboratory sample” refers to a sample of a hazardous product that is for analysis or a sample that is in the process of being developed.

“Supervisor” refers to the person directly responsible for overseeing the work of the workers.

“Worker” refers to all faculty, staff, students and volunteers operating by UBC.

“Workplace” is the location where the work is performed.
Responsibilities

Supervisor

- In consultation with the joint committee or health and safety representative, as applicable, establish and maintain an effective WHMIS program, as part of the overall workplace health and safety program.

- Ensure that a hazardous product is not used, stored or handled in a workplace unless all the applicable WHMIS Requirements concerning labels, product identifiers, SDSs and worker education and training are complied with.

- Ensure that a worker who works with a hazardous product or may be exposed to a hazardous product in the course of his or her work activities is trained in the content required on a supplier label and workplace label, and the purpose and significance of the information contained on those labels.

Worker(s)

- Ensure that a hazardous product or the container of a hazardous product received at a workplace has a supplier label attached.

- Not remove, deface, modify, or alter the supplier label, as long as any amount of a hazardous product remains in the container.

- If a supplier label applied to a hazardous product or a container of a hazardous product becomes illegible or is accidentally removed from the container, replace the label with either a supplier label or a workplace label.

- Ensure the labels or the information on containers is updated as soon as significant new data is provided by the supplier.

Local Safety Team (Joint Occupational Health and Safety Committee where LST not available) Representatives

- Check compliance with the WHMIS 2015 label requirements as part of the General Laboratory Inspection, section N-34 (JOHSC General Inspection Checklist and Report)

Training Requirements

WHMIS and other Hazard Identification System Training (Minimum training required)

Chemical Safety Training (includes WHMIS 2015)
Procedure

Depending on the hazardous product, identify the type of label needed according to the table below. For your information, examples of these labels are included in Appendix 1.

Table 1: Various types of laboratory hazardous products and the corresponding required labels

<table>
<thead>
<tr>
<th>Type of Hazardous Product</th>
<th>Type of Label Required</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Products purchased for laboratories</td>
<td>Supplier label</td>
<td>Label present on the product at delivery</td>
</tr>
<tr>
<td>Small containers</td>
<td>Supplier label (small containers)*</td>
<td>* Not required to have hazard statements or precautionary statements on the label.</td>
</tr>
</tbody>
</table>
| Decanted products | Workplace label | Required if:  
  - The product is not used immediately  
  - More than one person will be in control of the product  
  - The product is not used up during the shift in which was decanted |
| Employer-produced known product | Workplace label | An SDS is available for the product. |
| Employer-produced new product | Laboratory label | The hazardous product is not available on the market. |
| Laboratory samples | Laboratory label | Packaged in a container less than 10 kg and intended solely to be tested in a laboratory. |

Supplier Label

A supplier label for each hazardous product is provided by the supplier. Supplier labels will appear on all hazardous products received at a workplace in Canada. The written information must appear in both English and French. A WHMIS 2015 supplier label must include the following information:

- Product identifier - The brand name, chemical name, common name, generic name, or trade name of the hazardous product.
- Initial supplier identifier - The name, address, and telephone number of the Canadian manufacturer or importer.
- Pictogram(s) - Hazard symbol usually contained within a red, diamond-shaped border.
• Signal word - One of just two words used to alert you to a potential hazard and to state the severity of the hazard. “Danger” is used for high-risk hazards, while “Warning” is used for less severe hazards.
• Hazard statement(s) - A standardized phrase or phrases that describe the type of hazard(s) posed by the hazardous product, as well as its severity. Examples include “Extremely flammable gas”, “Fatal if inhaled”, and “May cause cancer”.
• Precautionary statement(s) - A standardized phrase or phrases that describe how to reduce or prevent harmful effects resulting from the following:
  • Exposure to a hazardous product, or
  • Improper handling or storage of a hazardous product
  • Examples include “Keep container tightly closed”, “Wear eye protection”, and “If exposed or concerned: Get medical attention”.

Supplier Label (small containers)

For containers of 100 mL or less the supplier label is exempted from the requirement to have precautionary statements on the label. For containers 3 mL or less, where the label will interfere with normal use of the product, the product would be required to have a label that is durable and legible for transport and storage, but may be removable during use.

Workplace Label

Workplace label is required when a hazardous product is produced (made) at the workplace and is used in the workplace. Workplace labels are also required for decanted hazardous products or if a supplier label becomes lost or illegible. The information on the workplace label must include:

• The product identifier (chemical structure and/or name)
• Safe handling information, including Personal Protective Equipment (PPE)
• Reference to the Safety Data Sheet (SDS)

Laboratory Label

A laboratory label is required for new compounds made in a laboratory. Most hazards associated with such a new product are not yet known and an SDS is not available. Laboratory label are also necessary for laboratory samples. These include samples for quality control testing, diagnostic specimens and industrial hygiene samples.

A laboratory label must include:

• the product identifier
• if it is known, the chemical name or generic chemical name of any material or substance in the sample that would have to be disclosed on an SDS
• the statement “Hazardous Laboratory Sample. For hazard information or in an emergency call,...” followed by an emergency telephone number for the person who can provide information that would be required on a SDS.
References and Resources

- WorkSafeBC OHSR 5.2-5.13 and OHSR Guidelines 5.3-1 – 5.8-3
- Canadian Centre for Occupational Health and Safety – WHMIS 2015 Labels
- Canadian Centre for Occupational Health and Safety – WHMIS 2015 Laboratories

Appendix A: Examples of WHMIS Labels

Supplier Label
Supplier Label (small container)

Product SHO-K1 / Produit SHO-K1

Danger  |  Danger

ABC Chemical Co., 123 rue Anywhere St., Mytown, ON NON NONO (123) 456-7890

Workplace Label

Chemical Name: Methanol
Date Made: June 22, 2018

Oxidizer  Corrosive  Toxic  Flammable  Health Hazard

Refer to Safety Data Sheet for more information
SDS resource: http://ccinfoweb.ccohs.ca/
Appendix B: Template for Printing Workplace Labels

*Note: The template is provided as a tool that can be used to print workplace labels. It is not mandatory to use these labels: as long as the workplace label has all the required three items (see page 4 above), the label is WHMIS 2015 compliant.*

The template was built for the commercially available Avery 05163 Labels. Once printed, the labels can be customized for a particular hazardous product (chemical compound) by filling in the name of the product, selecting the appropriate hazard symbol(s) and the required Personal Protective Equipment (PPE). The PPE symbols correspond to gloves, goggles, face shield and respirator.

*Link: [Template for Printing Workplace Labels](#)*