Chemical Labeling and Storage

Toolbox Talks are intended to facilitate health and safety discussions. Find more Toolbox Talks on the Occupational Safety web page.

General Information
Proper chemical labeling is critical for a safe workplace. Ensuring all personnel are aware of container contents and associated hazards prevents accidents and protects them in the event of a spill.

Labeling
- Label must include the full chemical name, signal words, and hazard statement
  - This information can be found on the original container label or in sections 1 and 2 of the Safety Data Sheet (SDS)
- Opening date, concentration, expiration date, and initials can also be included on the label
- If containers are too small for a label, place them in a larger, labeled container or box
- Leave chemicals in the original container when possible

Purpose
- Properly labeling chemicals ensures users are aware of hazards, prevents duplicate purchases, and aids in regular visual inspections
- Replace labels before they become illegible

Storage
- Store chemicals in a closed container with compatible items
- Store acids, bases, flammables, oxidizers, and reactive chemicals separately
- Hazardous chemicals should have secondary containment
- If the volume of flammables exceeds 10 gallons, they should be stored in a flammable cabinet
- Inspect container integrity regularly and replace if damaged

Additional Resources
- See Chemical Storage Guidelines for specific storage and compatibility by chemical type for commonly used items.