

# Chemical Inventory

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This list needs to be compiled by each CNM department for inclusion with the Hazard Communication Plan for each individual department. Some departments, such as Maintenance, will need to include the lists from all departments and the location of the individual department MSDSs corresponding to the lists in their department plan. The Safety Manager will include all department lists in the complete CNM Hazard Communication Plan.

Future plans call for a computer data base of the chemicals in use on the campus and their normal storage and use locations. The Safety Office intends to maintain a file of MSDSs needed by all departments. Purchasing and Shipping and Receiving will be forwarding the MSDSs to Safety where copies will be made and forwarded to the user departments.

The template below is a possible format for listing the hazardous chemical in a department. The final format will be determined by the data base element entry parameters.

	Dot	Chemical	Trade	CAS Number	Location	Date of Last MSDS
1						
2						
3						
4						
5						
6						
7						
8						