OpsAuditHub opsauditihub.com	DOC ID: **SAF-0026**	REVISION: **Rev 2.4 (2026)**
	STANDARD: **OSHA 29 CFR 1910.1200 / DOT 49 CFR Parts 171-180**	AUDIT FREQUENCY: **Daily Pre-Shift**

Hazardous Materials Hazmat Handling Daily Log Sheet

Operational Scope: Mandates daily tracking and verification of hazardous materials receiving, storage, and handling protocols across all warehousing zones. Designed to mitigate spill risks, ensure regulatory compliance, and protect personnel from chemical exposure.

MANDATORY PPE:	Chemical-Resistant Nitrile/Butyl Gloves, ANSI Z87.1 Splash-Proof Safety Goggles, Chemical-Resistant Apron / Tyvek Suit, Steel-Toe Safety Footwear (ASTM F2413), Emergency Respirator / Half-Mask (As Required)
PREREQUISITES:	Verify current Safety Data Sheet (SDS) registry is fully accessible. | Inspect emergency spill kit replenishment status prior to handling operations. | Confirm material handling equipment (MHE) is certified for hazardous environment use.

RECEIVING AND PACKAGE INTEGRITY INSPECTION

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
1	**Incoming Hazmat Manifest & Shipping Papers**	Verify UN/NA numbers, proper shipping names, hazard classes, and packing groups match manifest exactly.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
2	**Container Physical Condition**	Inspect drums, totes, and boxes for leaks, punctures, bulging, severe denting, or structural compromise.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
3	**Hazard Labels and Placarding**	Ensure all required hazard warning labels and placards are fully visible, legible, and securely attached.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**

STORAGE AREA & CONTAINMENT VERIFICATION

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
4	**Secondary Containment Pallets**	Verify containment sumps are completely dry, free of debris, and have no standing chemical puddles.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**
5	**Chemical Segregation & Incompatibility**	Confirm incompatible materials (e.g., acids and bases) are stored maintaining required separation distances.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
6	**Ventilation and Climate Control**	Check mechanical ventilation systems in flammable and corrosive storage lockers for continuous operation.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
7	**Aisle Ways and Emergency Access**	Ensure aisles and pathways to emergency eyewash stations, showers, and fire pulls are unobstructed.	**Standard**	**[ ] PASS [ ] FAIL [ ] N/A**

SPILL RESPONSE & SAFETY EQUIPMENT AUDIT

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
8	**Emergency Spill Kit Inventory**	Confirm absorbents, neutralization agents, disposal bags, and neutralizer pads are fully stocked per inventory list.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**
9	**Eyewash and Emergency Shower Station**	Perform weekly water flow test and verify clear, unobstructed access with unobstructed signage.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
10	**Fire Extinguisher Readiness**	Inspect dry chemical and specialized extinguishers for proper pressure gauge levels and unbroken safety seals.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**

Certified Hazmat Handler / Lead Operator Signature: _____	**Date / Time:** _____	**Badge / Cert #:** _____
Site Safety Supervisor / Operations Manager Sign-off: _____	**Review Date:** _____	**Audit Status:** [ ] Approved [ ] Rectify

COMPLIANCE NOTICE: This document must be archived for a minimum of 12 months in accordance with workplace safety recordkeeping guidelines.