OpsAuditHub opsauditihub.com	DOC ID: **SAF-0025**	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 Sop Template

Operational Scope: Establishes mandatory protocols for receiving, storing, staging, and shipping hazardous materials within warehousing facilities to prevent spills, exposure, and regulatory non-compliance. Ensures comprehensive hazard mitigation and aligns with federal safety mandates for all operations personnel.

MANDATORY PPE:	Chemical-Resistant Nitrile or Butyl Gloves, Safety Glasses with Side Shields (ANSI Z87.1), Chemical Splash Goggles, Steel-Toe Safety Boots (ASTM F2413), High-Visibility Class 2 Vest, Acid-Resistant Apron or Tyvek Suit
PREREQUISITES:	Verify active certification of Hazmat handling and emergency response training for all personnel on shift. | Inspect regional emergency spill kits, eyewash stations, and fire suppression units for immediate accessibility. | Review daily inbound manifest logs for incompatible chemical classes requiring segregation.

RECEIPT, UNLOADING, AND INSPECTION

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
1	**Incoming Packaging Integrity**	Containers must exhibit zero dents, leaks, punctures, or structural compromise upon carrier offloading.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
2	**Shipping Documentation & Placards**	Bill of lading matches physical container UN numbers, proper shipping names, hazard classes, and packing groups.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
3	**Safety Data Sheet (SDS) Availability**	Physical or digital SDS for every incoming chemical is immediately retrievable via the facility database.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**

STORAGE, SEGREGATION, AND CONTAINMENT

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
4	**Chemical Incompatibility Segregation**	Incompatible classes (e.g., acids and bases, oxidizers and flammables) maintain mandated minimum separation distances or firewalls.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
5	**Secondary Containment Pallets**	All liquid hazmat drums and totes rest on certified secondary containment berms or pallets free of standing liquid.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
6	**Rack Stability and Weight Limits**	Storage racking load capacities are clearly posted and uncompromised by heavy chemical pallet placements.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
7	**Ventilation and Climate Controls**	Explosion-proof mechanical ventilation systems in designated hazmat storage lockers are actively functioning.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**

STAGING, SHIPPING, AND EMERGENCY PREPAREDNESS

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
8	**Staging Area Clearance**	Hazmat staging zones are clear of general traffic, ignition sources, and unauthorized personnel.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**
9	**Spill Kit Readiness**	Spill response kits are fully stocked with absorbent pads, neutralizers, and disposal drums matching site-specific chemicals.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
10	**Outbound Placarding & Securing**	Trailers transporting hazmat cargo display correct DOT placards on all four sides and cargo is braced/strapped securely.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**

Certified Hazmat Specialist / 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.