

Chemicals help us clean, but if used incorrectly they can harm you, others and damage property. Follow COSHH assessments, read labels and use chemicals safely at all times.
Right product. Right dose. Right way.

01 **READ THE LABEL**





- Always read the label before use.
- Check the product name, hazards and usage.
- Follow the safety phrases and instructions.
- Check how to dilute and the contact time.
- Wear the correct PPE as stated on the label.
- If in doubt, ask your supervisor.

02 **DILUTION & DOSING**





- Use the correct dilution – more is NOT better.
- Over-use wastes product and can be dangerous.
- Use clean, cold water unless stated otherwise.
- Measure accurately using the correct equipment.
- Close containers tightly after use.
- Only prepare what you need.

03 **NEVER MIX CHEMICALS**





- Never mix products – dangerous gases may form.
- Common mixes (e.g. bleach + acid) release toxic fumes.
- This can cause serious injury or be fatal.
- Use products one at a time – rinse if needed.
- If unsure, check the label or ask your supervisor.

04 **COSHH INFORMATION**





- COSHH assessments are in the site folder or on our system.
- They tell you the hazards, safe use and control measures.
- Read them and follow the instructions.
- Ask if you need training or more information.
- You must follow our safe systems of work.

05 **STORAGE & DECANTING**





- Store chemicals in original containers.
- Keep lids closed and containers upright.
- Store in a cool, dry, well-ventilated area.
- Keep away from food and out of reach of unauthorised people.
- Never decant into unlabelled bottles.
- Label any decanted containers.

06 **SPILLS & EXPOSURE**





- Wear the correct PPE.
- Stop the source if safe to do so.
- Use spill kit and follow site procedures.
- Ventilate the area.
- Report all spills, exposure or accidents.
- Seek medical help if you feel unwell.

BEFORE YOU LEAVE THE SITE



TASKS COMPLETE
Have all required tasks been completed?



WORK CHECKED
Have you checked all areas and standards?



EQUIPMENT STORED
Is all equipment clean, stored and ready for next use?



PROBLEMS REPORTED
Have you reported any issues, damage or shortages?



SITE SECURE
Are doors secure, lights off and site left as instructed?

?

KNOWLEDGE CHECK

Circle the correct answer or write your response.

- 1** Why is it important to read the label before using a chemical?
- 2** What can happen if you mix bleach and an acid cleaner?
- 3** What should you do if you are unsure about a product?
- 4** Where can you find COSHH information for products?



TRAINING RECORD

I confirm that I have received, read and understood the content of Module 3 – COSHH & Chemical Safety.

Employee Name: _____ Date: _____

Employee Signature: _____

Trainer Name: _____ Date: _____

Trainer Signature: _____

 This training does not replace site-specific instructions or risk assessments. Always follow site rules and speak to your supervisor if in doubt.