



RESOURCE LIBRARY - STEWARDING
Proper Usage and Handling of Chemicals 正确使用化学药品

CODE: 03.16.031

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Standard:

All Team Leaders must inspect chemical usage and storage at all times in all working areas and storerooms. Ensure chemicals will be used, stored safely and properly to prevent accidents.

标准:

领班要时刻检查所有区域的药品使用和储存情况。确保化学药品被正确地使用和存放，避免事故的发生。

Procedures:

1. Use chemicals for their required purposes only.
2. Adhere to instructions for their usage and used in directed concentration only.
3. To prevent allergy and burns from chemicals, rubber gloves should be worn.
4. If accidents involving chemicals occur, medical attention must be administered immediately to the user.
5. Must pay attention to storage during usage; never put chemicals anywhere other than designed areas.
6. All requested chemicals must be stored in dish washing areas.
7. Never deliver the chemical to unconcerned persons.
8. When chemicals are not in use they must be kept security in the store under lock, with lids on them.

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程序:

1. 按照需求使用化学药品。
2. 完全按照产品说明中的主要用途使用。
3. 为避免过敏和事故，使用化学药品时要佩戴橡胶手套。
4. 可能由化学药品引起的事故一定要向员工讲明。
5. 在使用过程中也要留意化学药品的存放，千万不要随意放置药品。
6. 所有领取的化学药品必须存放在洗碗处。
7. 千万不要将化学药品交给不相干的人员。
8. 当化学药品不使用时要安全地存放在库房中并加锁、加盖。

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