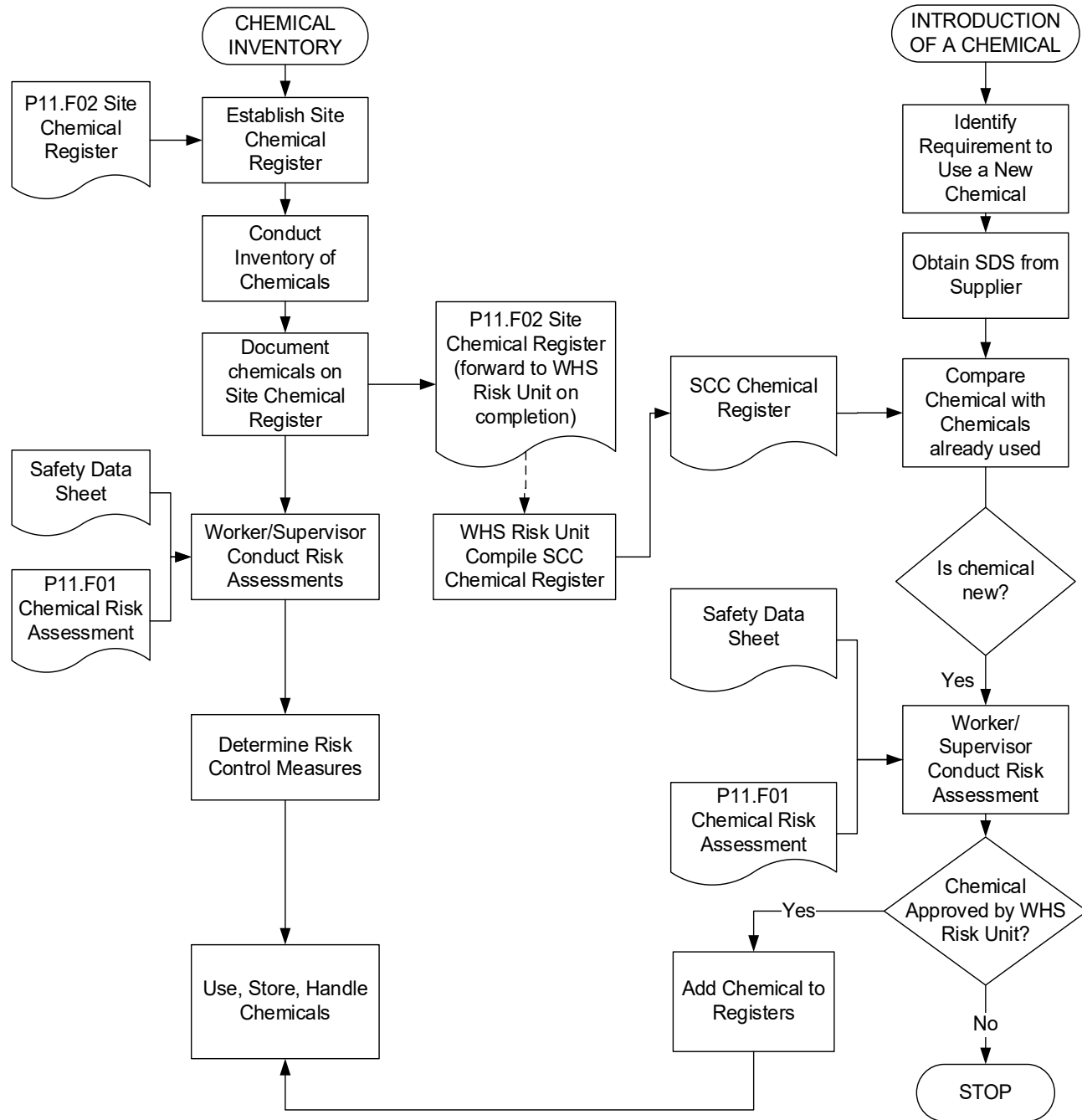


# P11 Hazardous Chemicals

## 1.0 SUMMARY / FLOWCHART



**2.0 RESPONSIBILITY**

<b>Organisational Level</b>	<b>Health and Safety Responsibilities</b>
<b>Level 1</b> ( <i>General Manager, Group Directors</i> )	Provide the necessary financial, physical, and human resources to ensure that the requirements of this procedure are implemented, and that the implementation is effective.
<b>Level 2</b> ( <i>Section Manager, Unit Manager / Unit Co-ordinator, Project Manager</i> )	<p>Ensure the currency of procedures implemented to minimise risks associated with hazardous chemicals.</p> <p>Ensure that hazards and risks arising from the use, handling, storage, and disposal of hazardous chemicals are properly assessed and controlled.</p> <p>Ensure that any hazards and risks arising from hazardous chemicals generated by SCC’s activities are identified, properly assessed and controlled.</p> <p>Ensure that chemicals are properly stored in accordance with the storage requirements mandated by legislation, specified within the relevant SDS and the SCC WHS Management System.</p> <p>Ensure that any chemicals required to be transported are transported in a manner consistent with legal requirements, the requirements of the SDS and SCC’s WHS Management System.</p> <p>Ensure that workers purchasing, using, handling, storing, or transporting chemicals are trained and competent.</p> <p>Implement procedures to ensure that all surplus hazardous chemicals are disposed of by approved contractors.</p> <p>Decommission obsolete chemical storage facilities.</p> <p>Identify any workers required to undergo health surveillance and determine the health surveillance required in consultation with the WHS Team.</p> <p>Provide any Personal Protective Equipment required by the SDS or risk assessment.</p>
<b>Level 3</b> ( <i>Coordinator within a Unit, Team Leader, Supervisor, Ganger or Leading Hand or Operator</i> )	<p>Ensure that all chemical containers and transfer systems are labelled in accordance with legal requirements and the requirements specified in the SDS.</p> <p>Identify hazards arising from chemicals, assess risks and implement appropriate risk control measures in accordance with legal requirements the SDS and SCCs WHS Management System.</p>

	Maintain Chemical Registers for the workplace and advise the WHS Team of changes in supplier.
	Ensure that processes for the use, handling, storage, and transport of hazardous chemicals are documented within Safe Work Instructions and that workers are provided with relevant information, training, and instruction to enable them to comply with the requirements.
	Ensure that workers have ready access to the SDS and any other relevant information.
	Implement procedures to ensure that all surplus hazardous chemicals are disposed of by approved contractors.
	Provide any Personal Protective Equipment required by the SDS or risk assessment.
	Comply with established procedures and Safe Work Instructions.
<b>Level 4</b> ( <i>Team Member, Operator Attendant, Trainee, Apprentice</i> )	Notify Supervisor of circumstances where the use, handling, transport, or storage any chemical for which training has not been provided.
	Notify Supervisor of any situation they believe poses a risk of injury and/or illness to persons exposed to chemicals.
	Participate in environmental monitoring and health surveillance as required.
	All out of date and no longer used hazardous chemicals are disposed of using appropriate methods of disposal and approved contractors.
	Use the Personal Protective Equipment required by the SDS or risk assessment.
	Comply with established procedures.
<b>Level 5</b> ( <i>Volunteer, Contractor, Other</i> )	Notify Supervisor of circumstances where the use, handling, transport, or storage of any chemical for which training has not been provided.
	Notify Supervisor of any situation they believe poses a risk of injury and/or illness to persons exposed to chemicals.
	Participate in environmental monitoring and health surveillance as required.
	All out of date and no longer used hazardous chemicals are disposed of using appropriate methods of disposal and approved contractors.

	Use the Personal Protective Equipment required by the SDS or risk assessment.
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### **3.0 PURPOSE & SCOPE**

#### **3.1 PURPOSE**

- 3.1.1 The primary purpose of this Hazardous Chemicals procedure is to define processes to ensure the health and safety of workers using, handling, generating, storing, transporting, and/or disposing of hazardous chemicals.
- 3.1.2 Shoalhaven City Council (SCC) is committed to providing a healthy and safe workplace for all workers and visitors. An integral part of achieving this commitment is the minimisation of risks associated with hazardous chemicals by:
  - 3.1.2.1 Implementing processes to ensure that all chemicals used, handled, and / or stored within SCC workplaces are correctly labelled.
  - 3.1.2.2 Obtaining a Safety Data Sheet (SDS) from the supplier or manufacturer of the chemical, prior to the initial use of the chemical and at appropriate times to maintain the currency of the information documented in the SDS.
  - 3.1.2.3 Ensuring that workers who may be exposed to hazardous chemicals are provided with the necessary information, instruction, and training on the nature of the hazards posed by chemicals and the processes for the assessment of risk and the application of control measures.
  - 3.1.2.4 Providing a robust risk assessment approach to the management of health and safety risks associated with hazardous chemicals.
  - 3.1.2.5 Ensuring that the relevant emergency services are made aware of any hazardous chemicals used, handled, and stored by SCC and have access to information regarding these chemicals.

#### **3.2 SCOPE**

- 3.2.1 This procedure applies to all SCC wherever hazardous chemicals are used, handled, generated, stored, transported, or disposed.
- 3.2.2 This procedure is applicable to all SCC workers procuring, using, handling, generating, storing, transporting, or disposing of hazardous chemicals.
- 3.2.3 This procedure does not apply to the following:
  - 3.2.3.1 Incidents that are under the control of emergency service organisations.
  - 3.2.3.2 Food and personal use items such as hand moisturisers (supplied by the worker for their own personal use).

## **4.0 PROCEDURE**

### **4.1 HAZARDOUS CHEMICALS MANAGEMENT PROGRAM**

- 4.1.1 SCC will implement a hazardous chemicals management program for the safe use, handling, transfer, inventory management and transport of hazardous chemicals.
- 4.1.2 The ongoing implementation of the program will be overseen by the WHS Team’s Chief Safety Officer. The hazardous chemicals management program will include:
  - 4.1.2.1 Hazardous chemical purchasing processes (see section 4.6).
  - 4.1.2.2 Monthly Workplace Inspections conducted in accordance with P20 Inspections, Testing and Monitoring.
  - 4.1.2.3 Verification of Safe Transport, Transfer, Storage, Handling and Separation of Hazardous Chemicals; and
  - 4.1.2.4 Hazardous Chemicals Compliance Audits to check for compliance with the WHS Regulation 2017 Regulation 2017 and associated Codes of Practice.

### **4.2 ESTABLISHMENT OF SITE CHEMICAL REGISTERS**

- 4.2.1 Each SCC site, including temporary or mobile sites, will establish a register of the chemicals used, handled, stored at each site, or generated because of the work undertaken at the site.
- 4.2.2 The register will be documented by undertaking an inventory of all chemicals used, handled, stored, or generated within the facility and completing the required fields of P11.F02 Hazardous Chemical Register.
- 4.2.3 P11.F02 Site Chemical Register documents the following information:
  - 4.2.3.1 the “Product Name”.
  - 4.2.3.2 the “Manufacturer” or “Supplier” of the product.
  - 4.2.3.3 the contact details of the “Manufacturer” or “Supplier”.
  - 4.2.3.4 whether or not the chemical is “Hazardous” or a “Dangerous Good” (if classified as a “Dangerous Good”, the “Class” and “Packing Group”).
  - 4.2.3.5 the “Issue Date” / “Expiry Date” of the Safety Data Sheet for each chemical.
  - 4.2.3.6 a description of the product and its use.
  - 4.2.3.7 the location of the storage of the product, e.g., Plant Room 1.
  - 4.2.3.8 an indication of the maximum quantity stored.
  - 4.2.3.9 any chemicals generated during the use of a chemical or substance.

#### **4.3 ESTABLISHMENT OF SCC CHEMICAL REGISTER**

- 4.3.1 The WHS Risk Unit will establish the SCC Chemical Register.
- 4.3.2 This register will compile the information documented within the Site Chemical Registers and will document the following information:
  - 4.3.2.1 the “Product Name”.
  - 4.3.2.2 a listing of active ingredients.
  - 4.3.2.3 the “Site” where the chemical is used, handled, or stored.
  - 4.3.2.4 the “Quantity” stored at the Site.
  - 4.3.2.5 the “Expiry Date” of the Safety Data Sheet for each chemical.
  - 4.3.2.6 a reference to the risk assessment for each chemical, “Risk Assessment Number” and the “Risk Assessment Review Date”.

#### **4.4 CHEMICAL RISK ASSESSMENT**

- 4.4.1 The hazards and associated health and safety risks due to the use, handling, generation, and storage of each chemical within SCC will be identified, assessed, and controlled in accordance with the requirements defined in P10 Risk Management Procedure.
- 4.4.2 Chemical Risk Assessments will be documented using P11.F01 Hazardous Chemical - Risk Assessment Checklist.
- 4.4.3 The control measures determined as an outcome of the risk assessment process may be incorporated into the relevant safety document and include handling or storage of chemicals or where chemicals are generated by the process, e.g., welding fumes.

#### **4.5 ADDING A CHEMICAL TO YOUR WORKPLACE**

- 4.5.1 Managers and Supervisors requiring the addition of a chemical to be used within their respective workplace will check the SCC Chemical Register to determine if the chemical required is already listed or if there is a similar chemical that will meet the requirements. To minimise the inventories of chemicals held by SCC, every effort will be made to find an existing chemical from this list prior to any new purchases being approved.
- 4.5.2 If a suitable chemical is already listed on the SCC Chemical Register, and making this chemical available in additional work areas is required, the appropriate Chemical Risk Assessment will be reviewed in conjunction with the SDS to ensure the intended use, quantity, storage, and other arrangements comply with SDS requirements.

- 4.5.3 Dependent upon the outcomes of the review, the introduction of the chemical to the work area will be considered by the Work Area Manager or delegate, in consultation with the WHS Team.
- 4.5.4 If approved, the chemical may be used in the work area. A copy of the SDS will be made available within the work area.

#### 4.6 ADDING A NEW CHEMICAL INTO SCC'S WORKPLACE/S

- 4.6.1 If a new chemical is required in the workplace, and a suitable alternative is not already available from SCC's Stores, a pre-purchase risk assessment using document P11.F01 Hazardous Chemical - Risk Assessment Checklist.
- 4.6.2 A current Australian SDS will be obtained for the chemical required and forwarded to the WHS Risk Unit for review.
- 4.6.3 The WHS Team will evaluate the information provided within the SDS and any health and safety implications arising from the use of the proposed chemical.
- 4.6.4 Where the health and safety implications are acceptable and any risks are controllable within SCC's existing processes, the WHS Team will list the chemical on SCC's Chemical Register and inform, via email, that the purchase of the chemical is approved for use. The chemical and associated details will be added to the relevant Hazardous Chemical Register (P11.F02).
- 4.6.5 Subsequent purchases of the same chemical can be made provided the active ingredients and composition remains in the same ratio, the chemical is purchased from the same manufacturer/supplier and the SDS is still current.




**NOTE:** it is the responsibility of the Manager to ensure that when a chemical is sourced from a different supplier, a review is undertaken to ensure the chemical composition is the same and that a SDS is obtained from the new supplier and provided to the WHS Team for inclusion on the SCC Chemical Register and the appropriate Site Chemical Register, prior to use.

#### 4.7 LABELLING OF CHEMICAL CONTAINERS



- 4.7.1 Managers/Supervisors and workers responsible for the use, handling, storage, transport, and disposal of chemicals will ensure that the manufacturers' and/or suppliers' labels are on the original container, and that they are not removed, defaced, or modified.
- 4.7.2 All containers of chemicals supplied to, used in, or handled at SCC will be appropriately labelled to allow the chemicals to be readily identified and used safely.
- 4.7.3 The manufacturer/supplier will supply the chemical in a container, which is labelled in accordance with the relevant legislative requirements.

- 4.7.4 The labelling requirements will form part of the purchasing criteria or specification. Compliance to requirements will be verified upon receipt of the chemicals.
- 4.7.5 The label must be in English and include the following:
- 4.7.5.1 Global Harmonisation System (GHS) Labelling Requirements
- a) the product name or identifier (must be the same as that given in the relevant SDS and may be identical to the trade name).
  - b) the name, Australian address, and business telephone number of either the manufacturer or importer.
  - c) the identity and proportion disclosed for each chemical ingredient, in accordance with Schedule 8 of the WHS Regulations.
  - d) any hazard pictogram(s) consistent with the correct classification(s) of the chemical.
  - e) any hazard statement(s), signal word (GHS uses “DANGER” or “WARNING”) and precautionary statement(s) that is consistent with the correct classification(s) of the chemical.
  - f) any information about the hazards, first aid and emergency procedures relevant to the chemical, which are not otherwise included in the hazard statement or precautionary statement.
  - g) the expiry date of the chemical, if applicable.

4.7.6 The following table provides examples of the various label elements.

Label element	Examples
<b>Signal words</b> – these provide an immediate warning to the reader	Danger or Warning.
<b>Hazard statements</b> – these describe the nature and severity of the chemical hazard based on a chemical’s classification	May cause cancer. Fatal if inhaled. Flammable liquid and vapour Causes severe skin burns and eye damage. May cause respiratory irritation.
<b>Pictograms</b> – these provide a pictorial representation of the type of hazard that can be easily recognised at a glance	<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  Flammable         </div> <div style="text-align: center;">  Acute toxicity         </div> <div style="text-align: center;">  Warning         </div> </div>



	 <p>Human health</p>	 <p>Corrosive</p>	
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#### 4.8 DECANTING OF CHEMICALS

- 4.8.1 Often chemicals are supplied in large containers, and they are too large and awkward to use and are often poured (decanted) into an appropriate smaller container. Labels will be kept always fixed to the container, including containers in which chemicals are decanted into.
- 4.8.2 The following requirements apply to the decanting of chemicals:
- 4.8.2.1 No workplace substances will be decanted into food, drink or any other container which has been manufactured to contain human or animal edible products.
  - 4.8.2.2 Where decanting is necessary, only the amount sufficient for the immediate use on an individual job will be decanted.
  - 4.8.2.3 Where such an amount is decanted, the person using it is responsible for its correct usage and control.
  - 4.8.2.4 Where a substance is decanted and not used immediately, the container will be sealed to ensure the substance cannot escape or be spilled and is to be labelled correctly.
  - 4.8.2.5 When choosing a container for a chemical, the material of the container is to be impervious to the actions of the chemical. Airtight, flame proof or spill proof as required.
  - 4.8.2.6 All containers that have held decanted substances will be cleaned, so that they no longer contain the substance, and are disposed of in accordance with SDS requirements.

#### 4.9 LABELLING DECANTED SUBSTANCES

- 4.9.1 The purpose of labelling is to ensure correct identification, use and disposal of the chemical in the container.
- 4.9.2 When a chemical is decanted, the type of labelling required will depend on whether the chemical is used immediately. Where the chemical is for immediate use and the decanted chemical is used in its entirety, labelling of its container is not required.
- 4.9.3 A decanted chemical is considered “for immediate use” in the following situations:

- 4.9.3.1 the chemical is not left unattended by the person who decanted it.
- 4.9.3.2 the decanted chemical is used only by a person present during the decanting process.
- 4.9.3.3 the container is subsequently rendered free from any hazardous chemical immediately after use, so the container is in a condition it would be in if it had never contained the chemical.
- 4.9.4 Where a hazardous chemical is decanted and will not be used immediately or it will be supplied to someone else, the container will be labelled. The label must be in English and include a minimum of the following:
  - 4.9.4.1 the product identifier.
  - 4.9.4.2 a hazard pictogram or hazard statement consistent with the correct classification of the chemical.
- 4.9.5 Should a worker find a container without a label, they are required to advise their supervisor immediately and if necessary, assist in the identification of the chemical.

#### **4.10 STORAGE OF HAZARDOUS CHEMICALS**

- 4.10.1 Chemicals are to be stored in such a way as to maintain their stability and to minimise the likelihood of reactions with other chemicals or aspects of their physical environment.
- 4.10.2 Hazardous chemicals will be stored in accordance with the manufacturer / supplier's recommendations, including those made regarding limiting the impact on other chemicals in the event of an emergency or fire, or as a result of managing, controlling or diffusing the emergency.
- 4.10.3 The storage of hazardous chemicals will consider the ability for persons to escape the premises in the event of an emergency.
- 4.10.4 Where the manufacturer requires specific actions to be taken to ensure the stability of hazardous chemicals, this will be identified on the respective chemical register and the required actions identified within the risk assessment.
- 4.10.5 Combustible liquids, for example Diesel, will be kept in accordance with AS 1940 The Storage and Handling of Combustible Liquids. Compliance to this Australian Standard will be assessed using a compliance audit conducted at a frequency as specified within P22 Safety Audit Procedure.
- 4.10.6 When designing storage facilities for chemicals, SCC will consider the potential for and prevention of contamination of food, food preparation areas, meal rooms and amenities.

#### **4.11 BULK STORAGE**

- 4.11.1 Bulk hazardous chemicals stored in containers are subject to inspections under the workplace inspection processes.
- 4.11.2 The workplace inspection will include consideration of the condition of the supporting structure, any associated bunding, the spill clean-up consumables, the pipe work associated with the container and the condition of any protective coating or surface.

#### **4.12 ENCLOSED SYSTEMS**

- 4.12.1 Any hazardous chemicals in an enclosed system (e.g., pipe or piping system, or a process or reactor vessel) will be identified via appropriate signage.
- 4.12.2 Where required, the requirements of AS 1345, identification of pipes, conduits and ducts will be applied. Compliance to these requirements will be subject to workplace inspections conducted in accordance with P20 Inspection, Testing and Monitoring.

#### **4.13 SPILL CONTROL**

- 4.13.1 Spill response equipment will be provided including bunding and spill containment devices. Where chemical containers share bunding, ensure that chemicals are of a similar type and compatible.
- 4.13.2 Spill control procedures will be developed and implemented for all hazardous chemicals stored in bulk.
- 4.13.3 Spill response equipment will be provided for chemicals taking into consideration the following:
  - 4.13.3.1 the potential for spills.
  - 4.13.3.2 the maximum allowable storage quantities.
  - 4.13.3.3 the type of chemicals stored.
  - 4.13.3.4 the potential for reaction with other chemicals and any hazards associated with the reaction products generated.
  - 4.13.3.5 the methods for clean-up of the area impacted by the spill and the disposal of the chemical and any spill control or response materials, for example, absorbent products or rags.
- 4.13.4 Spill kits are provided and are inspected regularly as part of the routine workplace inspections in accordance with P20 Inspections, Testing and Monitoring.

#### **4.14 SECURITY**

- 4.14.1 Storage facilities containing hazardous chemicals will be secured to prevent unauthorised access to these chemicals.

- 4.14.2 Any access controls implemented will be maintained and assessed for effectiveness in accordance with the access control requirements documented within P20 Inspection, Testing and Monitoring.
- 4.14.3 Security measures will consider potential for unauthorised access by SCC workers and members of the public.

#### **4.15 PLACARDING**

- 4.15.1 Where hazardous chemicals, listed in Schedule 11 of the NSW Work Health and Safety Regulation 2017, are stored in excess of the “placarding quantity” specified within Schedule 11 of the Regulation, require placards to be placed on the entrances to buildings, premises and facilities in accordance with Schedule 13 of the NSW Work Health and Safety Regulation 2017.
- 4.15.2 Where hazardous chemicals are stored in an outside area placarding will be fitted adjacent to the storage area.
- 4.15.3 The required placards will be fitted to a container holding a bulk hazardous chemical.

#### **4.16 GATE MANIFEST**

- 4.16.1 The Gate Manifest will be stored in a box located at the entrance to the site.
- 4.16.2 The Gate Manifest will reflect the requirements of Schedule 12 of the NSW Work Health and Safety Regulation 2017.
- 4.16.3 The Gate Manifest Box will include:
  - 4.16.3.1 Emergency contact information.
  - 4.16.3.2 Site Chemical Register.
  - 4.16.3.3 Copy of Dangerous Goods Licence.
  - 4.16.3.4 The site manifest.
  - 4.16.3.5 Safety Data Sheets (SDS) for hazardous chemicals.
  - 4.16.3.6 Site traffic management plan.
  - 4.16.3.7 Site Plan showing-
    - a) Location of firefighting equipment.
    - b) Location of isolation points.
    - c) Storage location of substances.
- 4.16.4 If required, the NSW fire brigade may be invited to the site for an inspection and will be supplied with a copy of the manifest for the site.
- 4.16.5 Where a facility containing hazardous chemicals adjoins neighbouring properties, the persons in control of those premises are to advise the neighbouring properties of the extent to which an emergency will impact upon that property.

- 4.16.6 Emergency management plans will be forwarded to the NSW Fire Brigade with Application for approval by the Commissioner of the NSW Fire Brigade.

#### **4.17 DECOMMISSIONING OF STORAGE FACILITIES**

- 4.17.1 Plant, containers, or equipment used in the storage or transfer of hazardous chemicals that is to be either disposed of or has not contained dangerous goods for a (continuous) period of 12 months will be made safe.
- 4.17.2 Once the container, plant or equipment has been made safe and is not being reused for its original purpose references made to contents including signage or symbols are to be removed.
- 4.17.3 Where a tank containing hazardous chemicals is underground or partially underground (excluding LPG tanks) and has not been used for a period of 2 years the tank is to be made safe in accordance with Australian Standard 1940. SafeWork NSW is to be notified within 7 days in accordance with legislative requirements.
- 4.17.4 Where plant or equipment is sold or scraped, refer to P12 Managing Plant.

#### **4.18 DISPOSAL**

- 4.18.1 Non-hazardous or non-dangerous chemicals
- 4.18.1.1 Disposal of non-hazardous or non-dangerous chemicals or substances will be undertaken in accordance with the requirements of the SDS.
- 4.18.1.2 Used containers will be rinsed / washed to remove any residue in accordance with the requirements of the SDS or risk assessment. Once containers are cleaned, labelling is to be removed. Contaminated water is not to be disposed of via stormwater drains but will be disposed of via the sewer system.
- 4.18.1.3 Empty used plastic containers will be collected at the appropriate Waste Management facility for disposal.

#### **4.19 KNOWN SUBSTANCE IN THE WORKPLACE**

- 4.19.1 Chemicals that are of known concentration and are no longer required in the workplace, and where the SDS requires disposal through chemical processing facilities, the Manager/Supervisor or manager responsible for the site will engage a specialist waste disposal provider.
- 4.19.2 Copies of the risk assessments, and current SDS for known chemicals and substances being disposed of will be provided to the specialist waste disposal provider.

#### **4.20 UNKNOWN SUBSTANCE IN THE WORKPLACE**

- 4.20.1 Any substance that is not labelled for identification will be labelled “Unknown Substance - Do Not Use” and the manager/supervisor will engage a specialist waste disposal provider.

#### **4.21 ORPHAN WASTE**

- 4.21.1 Where there is a spill of a substance or a drum/tin that is leaking on public property, contact the Fire Brigade Hazmat unit on 000.
- 4.21.2 The Fire Brigade Hazmat unit will contain the spill and when made safe, the NSW Fire Brigade will hand responsibility back to SCC. The Manager/Supervisor is to then contact the specialist waste disposal provider to dispose of the substance.
- 4.21.3 If there is a container that is not marked, and there is no leakage the Manager/Supervisor is to contact the specialist waste disposal provider to dispose of the substance.

#### **4.22 HEALTH SURVEILLANCE**

- 4.22.1 Health surveillance, where required, will be conducted in accordance with the requirements documented within the Medical Assessment Procedure.

#### **4.23 TRAINING**

- 4.23.1 All workers required to use, handle, and store chemicals will receive hazardous chemical related training during inductions and additional training at defined frequencies depending upon the risk associated with their respective tasks.

#### **4.24 RECORDS**

- 4.24.1 All records generated because of the operation of this procedure will be managed in accordance with P04 Document Control and Safety.

## 5.0 REFERENCES & ASSOCIATED DOCUMENTS

- 5.1 Work Health & Safety Act 2011
- 5.2 Work Health and Safety Regulation 2017
- 5.3 Labelling of Workplace Hazardous Chemicals: Code of Practice 2015
- 5.4 Preparation of Safety Data Sheets for Hazardous Chemicals: Code of Practice 2011
- 5.5 Managing Risks of Hazardous Chemicals in the Workplace: Code of Practice 2014
- 5.6 Medical Assessment Procedure
- 5.7 Welding Processes: Code of Practice 2014
- 5.8 AS 1940:2004 The storage and handling of flammable and combustible liquids
- 5.9 AS 1345:1995 Identification of pipes, conduits, and ducts
- 5.10 P11.F01 Hazardous Chemical - Risk Assessment Checklist
- 5.11 P11.F02 Hazardous Chemical Register

## APPENDIX 1 DEFINITIONS

<b>Australian Dangerous Goods Code (ADG Code)</b>	Means the Australian Code for the transport of Dangerous Goods by Road and Rail approved by the Australian Transport.
<b>Dangerous Goods (DG)</b>	Substances or articles that under the ADG Code are listed or described as: <ul style="list-style-type: none"> <li>• Dangerous goods of Class 2, 3, 4, 5, 6.1, 8 or 9.</li> <li>• Goods too dangerous to be transported.</li> <li>• C1 combustible liquids.</li> </ul>
<b>Gate Manifest</b>	The manifest provides emergency services personnel with information about the quantity, type and location of dangerous goods on the premises. It enables them to respond appropriately to serious incidents.
<b>Hazard</b>	Means anything (including work practices or procedures) that has the potential to harm the health or safety of a person.
<b>Hazardous Chemical</b>	Is a substance, mixture or article that satisfies the criteria for a hazard class in the GHS (including a classification referred to in the WHS Regulation 2017 – Schedule 6), but does not include a substance, mixture or article that satisfies the criteria solely for one of the following hazard classes:

	<ul style="list-style-type: none"> <li>• Acute toxicity – oral – category 5.</li> <li>• Acute toxicity – dermal – category 5.</li> <li>• Acute toxicity – inhalation – category 5.</li> <li>• Skin corrosion / irritation – category 3.</li> <li>• Serious eye damage / eye irritation – category 2B.</li> <li>• Aspiration hazard – category 2.</li> <li>• Flammable gas – category 2.</li> <li>• Acute hazard to the aquatic environment – category 1, 2, or 3.</li> <li>• Chronic hazard to the aquatic environment – category 1,2, 3, or 4.</li> <li>• Hazardous to the ozone layer.</li> </ul>
<b>Packing Group</b>	It is a classification assigned to some classes of dangerous goods based on the degree of hazard – I being the highest and III the lowest level of hazard. It does not apply to gases.
<b>Placards</b>	Signage indicating a dangerous good is located on premises or on designated vehicles in reportable quantities.
<b>Risk</b>	The chance of something happening that will have an impact upon objectives. It is measured in terms of consequences and likelihood.
<b>Risk Assessment (RA)</b>	The process of identifying hazards, assessing the level of risk, prioritising the order in which hazards will be controlled and determining appropriate control measures.
<b>Safety Data Sheet (SDS)</b>	Information sheets about chemical-based products and materials, their health effects, safety provisions, first aid, storage, transport, chemical composition, and any other features. <i>Note: SDS must have an issue date within the last 5 years</i>
<b>Site Chemical Register</b>	A document held to keep record of the Hazardous Chemicals at a specific location.
<b>Transit</b>	<ul style="list-style-type: none"> <li>• Are part of a transport load in compliance with the relevant transport code, and</li> <li>• Are loaded on a vehicle, vessel, or aircraft, or being transhipped from one vehicle, vessel, or aircraft to another.</li> </ul>
<b>Transport</b>	<ul style="list-style-type: none"> <li>• Includes packing, loading, and unloading of dangerous goods and the transfer to and from a vehicle for the purpose of their transport.</li> </ul>