

**SAFETY MANAGEMENT PROCEDURE  
FOR STORAGE AND TRANSPORT  
OF CHEMICALS**

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## 1. APPROVAL

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## 2. PURPOSE

The purpose of this procedure is to ensure legal requirements and obligations are being met with regards to the storage and transport of hazardous chemicals and dangerous goods.

## 3. SCOPE

This procedure applies to the processes for the safe management practices regarding storing and transporting chemicals and minimizing the risks to health and safety from exposure when storing and transporting hazardous chemicals and dangerous goods.

## 4. TERMS AND DEFINITIONS

Term	Definition
<b>Bulk Fuel Gas Storage Facility</b>	Means a site where fuel gas is stored in a tank and includes all activities related to the storage and use of the fuel gas at the site, but does not include: <ul style="list-style-type: none"> <li>• The primary use of the fuel gas at the site is:               <ul style="list-style-type: none"> <li>◦ the use of fuel gas by a consumer at the site; or</li> <li>◦ the use of fuel gas for autogas (LPG) at the site; or</li> </ul> </li> <li>• The volume of the fuel gas being stored is less than an amount prescribed under a regulation; or</li> <li>• The fuel gas is connected to a gas device and the volume of fuel gas by the gas device is less than an amount prescribed under a regulation.</li> </ul>
<b>Chemical</b>	Is a substance used in or obtained by a chemical process. Chemicals may be in the form of solids, liquids or gases.
<b>Combustible</b>	A solid, liquid, or gas, other than a flammable liquid (which is a dangerous good), that has a flash point, and has a fire point less than its boiling point.
<b>Contamination incident</b>	Means an incident, involving contamination of the environment, that the administering authority is satisfied has caused or is likely to cause serious or material environmental harm.
<b>Dangerous Goods</b>	Means: <ul style="list-style-type: none"> <li>• Asbestos</li> <li>• Anything defined under the ADG Code as:               <ul style="list-style-type: none"> <li>◦ Dangerous goods; or</li> <li>◦ Goods too dangerous to be transported.</li> </ul> </li> <li>• Contains substances which have been classified as dangerous goods.</li> </ul>

Term	Definition
<b>Exposure</b>	Is to be subjected to a hazardous substance (e.g. material and/or chemical) through inhalation, ingestion, injection, skin contact or absorption.
<b>Hazard</b>	Means any obstruction, matter or event which has the potential to cause injury, illness or incident.
<b>Hazardous Chemical</b>	Is any substance which has the potential to cause harm. That is any substance which is: <ul style="list-style-type: none"> <li>Listed by the National Health and Safety Commission (NOHSC) on the Designated Hazardous Substances List, or determined hazardous by the manufacturer or supplier on the basis of the National Health and Safety Commission (NOHSC) approved criteria for the classification of hazardous substances.</li> </ul>
<b>Incident</b>	Refer to this website for more information: <a href="https://www.worksafe.qld.gov.au/injury-prevention-and-safety/incidents-and-chemicals/when-a-chemical-incident-occurs">https://www.worksafe.qld.gov.au/injury-prevention-and-safety/incidents-and-chemicals/when-a-chemical-incident-occurs</a>
<b>Placard</b>	Means a sign or notice <ul style="list-style-type: none"> <li>Displayed in a prominent place, or next to a container or storage area for hazardous chemicals at a workplace.</li> <li>Contains information about the hazardous chemical stored in the container or storage area.</li> </ul>
<b>Safety Data Sheet</b>	Is a document that contains a variety of information including hazard classification, dangerous good classification, first aid instructions and emergency advice for a particular hazardous chemical.

## 5 ROLES AND RESPONSIBILITIES

### Managers are responsible for:

- The storage and transportation of hazardous chemicals and dangerous goods to follow company standards and legislative obligations.
- Maintaining a chemical inventory and ensuring the manifest is kept up to date.
- The classification of hazardous chemicals and dangerous goods and the completion of risk assessments.
- Providing appropriate information to workers in relation to the storage and transport of chemicals.
- The implementation of appropriate risk control measures for the storage and transport of chemicals in consultation with workers.
- Erecting site signage and placarding where regulatory requirements mandate display.

### Supervisors are responsible for: