

# Hazardous Chemicals Standard

AGL-HSE-STD-007.10.1

The scope of this standard applies to the use, handling, storage, transport, disposal, and generation of hazardous chemicals for all employees, contractors and visitors under the control of AGL.

The reference numbers given to minimum controls provide a direct linkage between this standard and the Risk and Control Matrix. The Hazardous Chemicals Methodology AGL-HSE-SDM-007.10.1 provides further explanation of how to achieve the minimum controls.

*The underlined minimum controls below have been identified as being critical controls.*

| RCM Ref  | Minimum Controls   |
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| <b>Hazardous Chemicals Risk Assessment</b>                         |  |
| <u>7.10.1.1</u>  | <u>All activities involving the use of hazardous chemicals, must have a risk assessment carried out in accordance with the AGL HSE Risk Management Standard (AGL-HSE-STD-004.1).</u>   |
| <b>Developing and Maintaining the Hazardous Chemicals Register</b> |  |
| 7.10.1.2   | A Hazardous Chemicals Register must be documented and maintained for all hazardous chemicals that are used, handled, stored, transported, disposed of at an AGL controlled site.   |
| 7.10.1.3   | The Hazardous Chemicals Register must document the placarding and manifest quantities as dictated by relevant legislation.   |
| 7.10.1.4   | The Hazardous Chemicals Register must include the following information for all hazardous chemicals on site: <ul style="list-style-type: none"> <li>• Product name;</li> <li>• Quantity;</li> <li>• The risk class of the chemical;</li> <li>• Placarding quantities; and</li> <li>• Manifest quantities.</li> </ul> |
| 7.10.1.5   | The Hazardous Chemicals Register must be made accessible to all personnel.   |
| <b>Selecting and Purchasing Hazardous Chemicals</b>                |  |
| 7.10.1.6   | All hazardous chemicals must be assessed, prior to procurement, to consider the HSE risk and whether an alternative product with lesser risk is available.   |
| 7.10.1.7   | A documented process must be in place on all AGL controlled sites for requesting, selecting, approving and purchasing hazardous chemicals.   |
| 7.10.1.8   | Personnel responsible for purchasing hazardous chemicals must ensure the hazardous chemical has been approved and is documented on the Hazardous Chemicals Register.   |

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| 7.10.1.9                                | The most current Safety Data Sheets for all hazardous chemicals on the AGL controlled site must be: <ul style="list-style-type: none"> <li>• Available and accessible by all relevant personnel;</li> <li>• Available and accessible by emergency service personnel;</li> <li>• Kept in proximity to the hazardous chemicals;</li> <li>• Kept with the Hazardous Chemicals Register; and</li> <li>• Provided with any hazardous chemical delivered to an AGL controlled site.</li> </ul> |
| 7.10.1.10                               | Any damaged hazardous chemicals packages must not be accepted on site and must be returned to the supplier.  |
| <b>Storing Hazardous Chemicals</b>      |  |
| <u>7.10.1.11</u>                        | <u>All hazardous chemicals used and/or handled on an AGL controlled site must be stored in accordance with the relevant Safety Data Sheet, legislation and Australian Standards.</u>   |
| 7.10.1.12                               | Hazardous chemicals must be segregated from incompatible chemicals.  |
| <u>7.10.1.13</u>                        | <u>All areas where hazardous chemicals are stored and handled must have appropriate secondary containment (e.g. bunding, trays) to safely contain and eliminate (if not possible reduce) spills or leaks.</u>  |
| <u>7.10.1.14</u>                        | <u>All hazardous chemicals must not be stored in or adjacent to surface waters, drainage lines or floodplains, unless storage facilities prevent them for coming in contact with surface waters.</u>   |
| 7.10.1.15                               | All hazardous chemicals used and stored at AGL controlled sites located within a catchment area of a water supply or water reserve must have authorisation from the relevant regulatory authority(ies), where required.  |
| 7.10.1.16                               | Construction of underground storage tanks for hazardous chemicals must be avoided, wherever possible. If after conducting a risk assessment, an underground tank is still required then approval must be attained from the relevant regulatory authority(ies).<br><br>All underground storage tanks, and associated pipework, must be designed, constructed and operated to avoid and prevent any leaks or losses of containment.  |
| <b>Labelling Hazardous Chemicals</b>    |  |
| <u>7.10.1.17</u>                        | <u>All hazardous chemicals used, handled or stored on AGL controlled sites must be labelled in accordance with the relevant Safety Data Sheet, legislation and Australian Standards.</u>   |
| <u>7.10.1.18</u>                        | <u>The label of all hazardous chemicals must be visible and legible.</u>   |
| 7.10.1.19                               | All pipes containing hazardous chemicals at AGL controlled sites must be identified by pipe colour, label or signage on/or near the pipe work in accordance with any relevant Australian Standard.   |
| <b>Transporting Hazardous Chemicals</b> |  |
| 7.10.1.20                               | All hazardous chemicals must be transported in accordance with the relevant Safety Data Sheet, legislation, and Australian Standards.  |

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| <b>Decanting Hazardous Chemicals</b>                 |  |
| 7.10.1.21  | All decanting activities of hazardous chemicals must be carried out in accordance with the relevant Safety Data Sheet, legislation and Australian Standards.   |
| <u>7.10.1.22</u>                                     | <u>Personal Protective Equipment must be worn during decanting activities as required by the relevant Safety Data Sheet or determined by a risk assessment.</u>  |
| <u>7.10.1.23</u>                                     | <u>Appropriate devices/structures must be set up to minimise any possibility of accidental spillage (e.g. containment trays under paints or oil drums).</u>  |
| <b>Disposing of Hazardous Chemicals</b>              |  |
| 7.10.1.24  | All hazardous chemicals, and hazardous wastes, must be segregated, stored, collected, treated, and disposed in accordance with site waste procedures and relevant regulatory requirements.   |
| 7.10.1.25  | Disposal of hazardous chemicals, and hazardous wastes, must be carried out by a licensed hazardous waste disposal services company.  |
| 7.10.1.26  | Appropriate receptacles and storage areas must be available for the segregation and safe storage of: <ul style="list-style-type: none"> <li>• Materials, and empty containers, contaminated with hazardous chemicals;</li> <li>• Containers with hazardous chemicals; and</li> <li>• Equipment and consumables, containing hazardous chemicals.</li> </ul> |
| <b>Signing and Placarding of Hazardous Chemicals</b> |  |
| 7.10.1.27  | Hazardous chemicals containers, tanks, entrances to facilities and storage areas must display appropriate signage and placarding in accordance with the relevant Safety Data Sheet, legislation and Australian Standard.   |
| 7.10.1.28  | Placard and manifest signage must also be displayed at the workplace if quantity of the chemical exceeds the placard and manifest quantity as dictated by relevant legislation.  |
| <b>Activities Involving Hazardous Chemicals</b>      |  |
| <u>7.10.1.29</u>                                     | <u>All activities involving the use of hazardous chemicals must be carried out using PPE as identified in the Safety Data Sheets or according to a risk assessment.</u>  |
| 7.10.1.30  | Procedures and exposure limits (e.g. Time Weighted Average, Short-Term Exposure Limit) for handling hazardous chemicals must be clearly defined, monitored, documented and available to relevant personnel.  |
| 7.10.1.31  | Hazardous chemicals must be monitored to ensure they do not become unstable, decompose, or change so as to create a hazard different to the hazard originally posed by the hazardous chemical.   |
| <b>Incidents and Emergencies</b>                     |  |

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| <u>7.10.1.32</u>                                    | <u>Emergency response procedures must be in place to manage emergency situations that may arise from use, handling, storage, transport, disposal, and generation of hazardous chemicals.</u>   |
| 7.10.1.33   | All incidents associated with hazardous chemicals must be managed in accordance with the Hazard and Incident Management Procedure (AGL-HSE-PRO-012.1) and the Emergency Preparedness and Response Standard (AGL-HSE-STD-010).                          |
| 7.10.1.34   | Incidents that result in contamination of land, surface water and/or groundwater must be reported to the regulatory authority, in accordance with the notification requirements established by applicable legislation.                                 |
| <b>Health Monitoring</b>                            |  |
| 7.10.1.35   | Health Monitoring and Surveillance will be carried out for hazardous chemicals in accordance with the health monitoring and surveillance minimum controls detailed in the Health Monitoring and Surveillance Methodology (AGL-HSE-SDM-014.3).          |
| <b>Dangerous Goods Management</b>                   |  |
| 7.10.1.36   | Dangerous goods supplied to AGL must be classified, labelled, packaged, and stored according to relevant Australian Standard and the United Nations' Globally Harmonised System of Classification and Labelling of Chemicals (GHS).                    |
| 7.10.1.37   | If a hazardous chemical is classed as being a dangerous good it must be managed in accordance with the relevant Australian Standard.   |
| 7.10.1.38   | The transport, storage and use of all Dangerous Goods must include implementation of the control measures detailed within the Safety Data Sheet and the United Nations' Globally Harmonised System of Classification and Labelling of Chemicals (GHS). |
| 7.10.1.39   | All dangerous goods must display its internationally recognised UN Number, a Packaging Group, and a HAZCHEM Code in accordance with the ADG Code.  |
| 7.10.1.40   | The Australian Code for the Transport of Dangerous Goods by Road and Rail (ADG Code) must be adhered to when transportation of dangerous goods is required.  |
| <b>National Pollutant Inventory (NPI) Reporting</b> |  |
| 7.10.1.41   | AGL controlled sites that exceed National Pollutant Inventory (NPI) reporting threshold(s) must report relevant NPI substances, and associated transfers to waste.   |
| <b>Training and Competency</b>                      |  |
| <u>7.10.1.42</u>                                    | <u>Activities involving work with hazardous chemicals are to be undertaken by suitably competent and authorised personnel.</u>   |
| <u>7.10.1.43</u>                                    | <u>Persons required to handle dangerous goods must receive training in the following:</u> <ul style="list-style-type: none"> <li><u>Specific associated hazards and precautions required to be taken;</u></li> </ul>                                   |

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|         | <ul style="list-style-type: none"> <li>• <u>Instructions as to the storage and handling requirements, the hazards and the precautions to be observed;</u></li> <li>• <u>Hazardous Chemical Spill Response Plan; and</u></li> <li>• <u>Including operation of all safety equipment, including vehicles, pumps, fire protection equipment and breathing apparatus that is used in conjunction with the keeping or handling of the dangerous goods.</u></li> </ul> |

| Version | Reviewed by         | Approved by                          | Date approved | Next Review |
|---------|---------------------|--------------------------------------|---------------|-------------|
| 3.0     | HSE Systems Manager | Senior Manager,<br>Safety Operations | 09/05/2018    | 09/07/2020  |