AMBASSADOR
Education Group

Chemical Management Procedures

EHS Department 2023/2024

TABLE OF CONTENTS

1. PURPOSE **3**

2. SCOPE **3**

3. RESPONSIBILITIES
3.1 CEO **3**
3.2 EHS Director **3**
3.3 Schools Principals
3.4 Schools Service Staff **3**

4. DEFINITIONS **4**

5. PROCEDURES
5.1 Identify all dangerous goods and hazardous chemicals **4**
5.2 Establish, implement and maintain a Chemical Register for the school 4
5.3 Obtain safety data sheets (SDSs) for all dangerous goods and hazardous chemicals 4
5.4 Ensure that prohibited and restricted chemicals are not purchased or present on school property **5**
5.5 Procurement of dangerous goods and hazardous chemicals **6**
5.6 Risk assessment of dangerous goods and hazardous chemicals **6**
5.7 Controlling risks associated with dangerous goods and hazardous chemicals and their mixtures **8**
5.8 Emergency Procedures **8**

6. CONSULTATION & TRAINING **15**

7. RECORDS

8. REFERENCES **16**

9. DOCUMENT CHANGE CONTROL **17**

***Appendix 1* – Chemical Register** **18**

***Appendix 2* – Prohibited and Restricted Chemicals** **19**

***Appendix 3* – EHS Purchasing Checklist** **20**

***Appendix 4* – Safe Work Procedure Template** **21**

***Appendix 5* - Risk Assessment Template** **22**

***Appendix 6* - Minimum quantities to keep in a laboratory** **23**

1. PURPOSE

The purpose of this procedure is to ensure the safe management of chemicals, from storage, through to handling and disposal.

2. SCOPE

This procedure applies to all schools and businesses managed by AEG, and includes purchasing of chemicals storing, handling and disposal as waste.

3. RESPONSIBILITIES

3.1. **Chief Executive Officer (CEO)** – Ensure that all AEG schools and businesses adhere to the requirements of this procedure.

3.2. **AEG EHS Director –** Responsible for supporting AEG schools and businesses in implementing this procedure.

3.3. **Schools Principals** - Ensure that appropriate resources are provided to implement the Chemical Management procedure.

3.4. **Schools EHS Responsible** – Ensure that the Chemical Management procedure is implemented.

4. DEFINITIONS

	Description	Abbreviation
1	Environment Health Safety	EHS
2	EHS Committee of the school	EHS CS
3	Risk Assessment	RA
4	Safe Work Procedure	SWP

5. PROCEDURES

5.1. Identify all dangerous goods and hazardous chemicals.

Examples of where dangerous goods and hazardous chemicals may be found include, but not limited to the following:

- art rooms
- classrooms
- kitchens/canteens
- maintenance/garden sheds
- materials technology areas
- photographic dark rooms
- science laboratories
- storage areas (including the cleaner's cupboard)
- swimming pool pump room and/or storage room
- electrical rooms/ areas

5.2. Establish, implement and maintain a Chemical Register for the school.

The school must ensure that:

- details of all dangerous goods and hazardous chemicals stored or handled in the school are entered into a **Chemical Register** (**Appendix 1**); and
- the **Chemical Register** is reviewed when new or additional quantities of chemicals are introduced into the school, or when risk controls have changed, or where monitoring indicates that controls are no longer effective.

5.3. Obtain safety data sheets (SDSs) for all dangerous goods and hazardous chemicals.

The school must ensure that:

- A hard copy of the current version of the Safety Data Sheet (SDS) from the manufacturer or supplier is maintained. Current means the latest version of the SDS or reviewed in the last 5 years.
- The **Chemical Register** and associated SDSs are kept in a suitable location which is known, and accessible to all employees in the school, as well as any other relevant party who is likely to be exposed to the dangerous goods and/or hazardous chemicals.
- SDSs for the dangerous goods and hazardous chemicals in storage areas should be relevant and available.

5.4. Ensure that prohibited and restricted chemicals are not purchased or present on school property.

Some chemicals are prohibited or restricted for use in schools due to the level of risk, refer to **Appendix 2** - **Prohibited and Restricted Chemicals**. If any listed prohibited chemicals are found in the school, it must be notified to the EHS CS / EHS Director for proper disposal.

5.5. Procurement of dangerous goods and hazardous chemicals.

The school must ensure that no new dangerous goods and / or hazardous chemicals are introduced into the school without first obtaining the manufacturer's SDS and completing the **EHS Purchasing Checklist Template**, refer to **Appendix 3**. This also includes checking against the **Prohibited and Restricted Chemicals** (**Appendix 2**). Information from the SDS should be used to determine if the chemical can be safely introduced into the school.

5.6. Risk assessment of dangerous goods and hazardous chemicals

5.6.1 Risk assessment of, and Safe Work Procedure (SWP) for the storage and handling of dangerous goods and hazardous chemicals

The school must ensure that a SWP is completed for the storage and handling of dangerous goods and/or hazardous chemicals with a high or extreme risk rating as identified in the **Chemical Register**. The **Safe Work Procedure Template** (see **Appendix 4**) can be used for this purpose.

In order to complete the **Safe Work Procedure Template**, the SDS must be reviewed to determine whether the handling and storage requirements, defined within the SDS, can be met by the school, and who may be exposed to or use the chemical, such as employees, students, and contractors.

5.6.2 Risk assessment for the preparation of chemical mixtures

The school, in conjunction with AEG EHS Director, must ensure that a risk assessment using the **Risk assessment Template**, refer to **Appendix 5**, is conducted by teachers who, as part of their role, are required to prepare chemical mixtures containing dangerous goods and/or hazardous chemicals or products which fall into these categories.

If the risk assessment identifies the process as a high or extreme risk, then a SWP must be completed using the **Safe Work Procedure Template**.

5.6.3 Risk assessment for science experiments

The school must ensure that a risk assessment is conducted using the **Risk Assessment Template**, or equivalent, by the Science Coordinator and/or Science Teachers for any new or existing science experiments in the classroom.

Laboratory Technicians must ensure that a risk assessment is conducted for the preparation of chemicals that are to be used in science experiments in the classroom. If the risk assessment identifies the process as a high or extreme risk, then a SWP must be completed using the **Safe Work Procedure Template**.

5.7. Controlling risks associated with dangerous goods and hazardous chemicals and their mixtures.

The school, in consultation with AEG EHS Director, are required to reduce risks to as long as reasonably practicable (ALARP), in accordance with the information provided in the SDS, from dangerous goods and/or hazardous chemicals and their mixtures.

When determining controls to reduce risks, the hierarchy of controls should be followed, which is included in the **AEG ESMS Manual**. The hierarchy of control includes the following (most effective to least effective):

- **Elimination**: Eliminate the use of the chemical (for example, using a physical process instead of a chemical process)
- **Substitution:** Use a safer chemical or a safer form of the chemical (for example, using a detergent instead of chlorinated solvent for cleaning)
- **Engineering**: Physical controls that eliminate, isolate or reduce exposure to people or property (for example, provision of drip trays to limit the area of contamination in the event of spills and leaks, using a local exhaust ventilation system such as a fume cupboard)
- **Administrative:** use the developed Safe Work Procedure (SWP) and provide training in the safe use and storage of the chemical
- **Personal Protective Equipment (PPE)**: protective clothing and equipment for employees, students, contractors, volunteer workers and visitors (for example, overalls, gloves, chemical-resistant safety glasses)

5.7.1 Safe application of pesticides and herbicides

The school must ensure that all pesticides and herbicides used in the maintenance of the gardens, or vegetation areas of the school grounds:

- are labeled correctly (if they are diluted)
- have current SDS available for employees using them (for example, gardener)
- are scheduled for use on weekends, or during school vacations, or outside school hours, preferably after school on Fridays, to minimize exposure to students and employees
- are scheduled for use on still days, ie days that are not windy

5.7.2 Exposure standards and atmospheric monitoring

The school must ensure that no employee is exposed to atmospheric concentrations of a substance that is above the exposure standard (if any), for that substance. Information on exposure standards is available in the SDS. If there is uncertainty as to whether the exposure standard is or may be exceeded, atmospheric monitoring is required to determine whether there is a health risk.

5.7.3 Health surveillance

The school must refer to the current SDS for the hazardous chemicals to determine the health surveillance requirements for any employees exposed to any hazardous chemical in the school.

5.7.4 Labeling

The school must ensure that all dangerous goods and hazardous chemicals storage containers are clearly labeled. The label on the container in which the dangerous good and/or hazardous chemical is supplied must remain intact, legible and unaltered. The date of receipt of a hazardous chemical should be marked on the original container to allow for monitoring of the age of the chemical and promote the use of older materials first.

The school must ensure that all mixtures of chemicals and decanted chemicals are correctly labeled unless used immediately, including the product name and Dangerous Goods Class/Division (if applicable).

Where chemicals are decanted, the container must be suitable for the chemical contents and preferably be of a type that is recommended by the manufacturer or supplier.

Containers with unknown substances in them should be labeled **'CAUTION DO NOT USE: UNKNOWN SUBSTANCE'** and then disposed of in accordance with Wastes Management procedure.

5.7.5 Labeling of enclosed systems

The school must ensure that dangerous goods and/or hazardous chemicals contained in an enclosed system (such as a pipe or piping system or a process) are identified and labeled accordingly. For example, the piping used to deliver LPG to the science rooms or the kitchen.

Suitable means of identification include colour coding (**AS 1319, Safety Signs for the Occupational Environment)** and labeling (**AS 1345 Identification of the Contents of Piping, Conduits and Ducts**).

5.7.6 Storage

Where possible, the school must ensure that only minor storage quantities of dangerous goods are maintained at the school. Storage quantities should be kept to a minimum to cater for demand and excessive storage for long periods should be avoided (refer to **Appendix 6**).

NEVER STORE CHEMICAL ABOVE THE SHOULDER (1.2 – 1.4 m maximum) to avoid falling of any chemical bottle or chemical spill to the employees or contractor's head.

5.7.7 Signage

The school must ensure that all purpose-built cupboards, cabinets and refrigerators for storing chemicals are labeled to indicate the type and class of chemicals being stored in them. Additional warning signs may also be required, such as **'DO NOT USE TO STORE FOOD'**.

5.7.8 Chemical waste and disposal of chemicals

The school must ensure that chemical waste is properly packaged, labeled and stored in suitable designated areas whilst awaiting collection. Labeling must include at a minimum the product identifier, location details (school where the waste was generated) and a hazard pictogram consistent with the correct classification of the chemical (if relevant).

Chemical waste must not be mixed with other chemical waste with an incompatible Dangerous Goods classification. PPE must be used when handling chemical waste as per the SDS.

The school must ensure dangerous goods, hazardous chemicals and chemical waste are disposed of according to the Wastes Management procedure.

5.8. Emergency Procedures

The school, in consultation with AEG EHS Director, must ensure that appropriate emergency management provisions are available for use in the event of a chemical emergency. The emergency management provisions may include, but not be limited to, the following:

- spill kits or containment equipment
- safe work procedures for spills or release of chemicals
- fire blankets / extinguishers
- first aid kits
- eye wash stations / eye wash kits / emergency showers
- emergency shutdown procedures for equipment
- appropriate numbers of trained emergency wardens and first aiders
- appropriately displayed emergency contact details
- PPE

Refer to Section "**Chemical Spill/ Incident"** of the School ***Emergency Preparedness and Response Plan*** for spills or leakage.

The school must ensure that all fire protection equipment is maintained in an operable condition and that all relevant emergency contact telephone numbers are displayed in prominent locations at the school (for example, where the chemicals are stored).

6. CONSULTATION AND TRAINING

The school must ensure that arrangements are in place for consultation with AEG EHS Director, in relation to chemical management. Consultation should occur in relation to:

- the introduction of new chemicals to the school
- the identification and assessment of risks associated with chemicals at the school
- development of SWP
- decisions about control measures to be implemented
- induction and training requirements

The school must ensure records are maintained of any such consultation i.e., meeting minutes, emails, induction checklist, purchasing checklist etc.

Where employees are required to use dangerous goods and/or hazardous chemicals or where employees may potentially be exposed to dangerous goods and/or hazardous chemicals in the school, the school must ensure employees are trained in the safe use and storage of that chemical. This training is to include:

- the requirement for, and type of information provided on labels of products
- the location of, and how to read the SDS for dangerous goods and hazardous chemicals
- the nature of the hazards and risks associated with the tasks being performed
- the control methods required to reduce the risk of an incident, near miss or harm to human health occurring. For example, SWP to be followed in the use, storage, transport and disposal of dangerous goods and hazardous chemicals

- the proper use and fitting of PPE
- first aid treatment, incident reporting procedures and emergency management protocol to be followed in case of a spill or release of chemicals or injury or illness arising from an exposure to chemicals

Records of this training are to be kept and maintained by the school as per the **AEG ESMS Manual**.

7. RECORDS

The school must ensure the following records are maintained in relation to dangerous goods and hazardous chemicals in the school:

- risk assessments
- SWPs
- consultation records
- purchasing records
- training records
- Chemical Register and SDSs
- any atmospheric monitoring / health surveillance records (if applicable)
- inspection and testing records for engineering controls.

8. REFERENCES

Dangerous Goods (Storage and Handling) Regulations 2012 (Victoria, Australia)

Navis Education Platform Environmental and Social Management System (ESMS) Manual

AEG Education Platform Environmental and Social Management System (ESMS) Manual

9. DOCUMENT CHANGE CONTROL

Document ID:		EHS-CMP-001				
Revision Number	**Author**	**Document Status/ Change**	**Reviewer**	**Approver**	**Revision Date**	**Effective Date**
00	R Diep	New	P.Farran	P.Farran	-	1/08/2024

Appendix 1 **– Chemical Register**

Product Name	Vendor / Manufacturer	Quantity	Location	MSDS Information							Consequence	Likelyhood	Risk Rating	Safe Work Procedure (SWP) Requirement	Comments / SWP
				MSDS Availaible	Issue Date (DD/MM/YYYY)	Hazard substance	Dangerous Good	Dangerous Good Class	Description	Packaging Type					
Air Freshener	Reckitt Benckiser	1	Toilets	Yes	26/08/2009	No	Yes	2.1	Flammable gas		Minor	Unlikely	LOW	SWP not required	
Petrol Unleaded	Shell	20	Maintenance shed	Yes	21/02/2010	Yes	Yes	3	Flammable Liquid	can	Moderate	Possible	MEDIUM	SWP may be required	School Policy - Max 20L stored on site, PPE available. Stored in a locked shed. SWP not required
Vinegar (< 10% acetic acid)	Goodmen Fielder	1	Kitchen	Yes	10/7/2011	No	No			Bottle	Minor	Unlikely	LOW	SWP not required	Refer to MSDS for first aid measures in case it is splashed into eyes
Ethanol (absolute)	Ajax Finechem	5	Science Prep	Yes	21/02/2010	Yes	Yes	3	Flammable Liquid	Can, bottle	Major	Possible	HIGH	SWP is required	Used in science area only, SWP developed and posted in Science Prep area
Aerosol	Taubmans	1	Art room	Yes	1/1/2008	Yes	Yes	2.1	Flammable gas	Can	Moderate	Possible	MEDIUM	SWP may be required	**Obtain MSDS urgently.** Locked in Art store room. Used under teacher supervision. MSDS available for first aid measures referral. SWP not required.
Hydrochloric acid concentrated	Globechem	1	Science Prep	Yes	29/01/2010	Yes	Yes	8	Corrosive	Glass bottle	Major	Likely	EXTREME	SWP is required	To reduce risk, SWP to be developed for use and storage. Provision of spill kit, PPE, first aid kit, eye wash and safety shower to be made available. Training of staff, dispense in Fume hood
Whiteboard Cleaner-Quartet	X-Packaging	4	Classrooms	Yes	22/02/2013	No	No				Minor	Unlikely	LOW	SWP not required	Pre purchase assessment done- safer alternative to Officeworks whiteboard cleaner which is classified as Hazardous

Appendix 2 **– Prohibited and Restricted Chemicals**

The following chemicals are prohibited in schools:

● ammonium nitrite ● asbestos fiber ● benzene ● carbon disulfide ● carbon tetrachloride ● chloroform ● 1,2-dichloroethane (ethylene dichloride)	● perchloric acid ● picric acid ● potassium cyanide ● sodium cyanide ● toluene (methyl benzene) ● all regulated carcinogenic substances. ● hydrofluoric acid

Restricted Chemical – Ammonium Nitrate

Ammonium nitrate is classified as a High Consequence Dangerous Good (HCDG) meaning it has the potential to cause mass casualties and/or destruction. Schools are not permitted to:

- Use ammonium nitrate other than for educational purposes such as laboratory exercises that form part of the curriculum.
- Store above 3 kg of ammonium nitrate in the workplace at any one time.

If a school is using ammonium nitrate, then AEG EHS Director must be consulted in regard to the storage, handling and risk assessment to be completed.

Regulated Carcinogenic Substances

No scheduled carcinogenic substances may be used other than for educational purposes, and before any proposed use, the Education Platform EHS Director must be consulted, which include the following:

Carcinogen [Chemical Abstract Number]	Carcinogen [Chemical Abstract Number]
● 2-Acetylaminofluorene [53-96-3] ● Aflatoxins ● 4-Aminobiphenyl [92-67-1] ● Amosite [12172-73-5] (brown asbestos) ● Benzidine [92-87-5] and its salts (including benzidine dihydrochloride [531-85-1]) ● bis(Chloromethyl) ether [542-88-1] ● Chloromethyl methyl ether [107-30-2] (technical grade which contains bis(chloromethyl) ether) ● Crocidolite [12001-28-4] (blue asbestos) ● 4-Dimethylaminoazobenzene [60-11-7] ● 2-Naphthylamine [91-59-8] and its salts	● Acrylonitrile [107-13-1] ● Benzene [71-43-2] ● Chrysotile [12001-29-5] (white asbestos) ● Cyclophosphamide [50-18-0] (cytotoxic drug) ● 3,3’-Dichlorobenzidine [91-94-1] and its salts (including 3,3’-Dichlorobenzidine dihydrochloride [612-83-9]) ● Diethyl sulfate [64-67-5] ● Dimethyl sulfate [77-78-1] ● Ethylene dibromide [106-93-4] ● 4,4’-Methylene bis(2-chloroaniline) [101-14-4] MOCA ● 2-Propiolactone [57-57-8] ● o-Toluidine [95-53-4] and o-Toluidine hydrochloride [636-21-5] ● Vinyl chloride monomer [75-01-4]

Appendix 3 **– EHS Purchasing Checklist**

This checklist is to be used for the purchase of goods with potential EHS risks

Date:	
Workplace:	
Item being purchased:	
Name of person conducting assessment:	

Section 1

Pre-purchase Checklist	
1. General	**Checked**
The end user and the Workplace Manager has been consulted regarding the purchase	Yes ☐
Consideration has been given to how the item will be used, transported and stored in the workplace (e.g. chemical storage cabinet)	Yes ☐
The product specifications advise that the product meets XXX Standards	Yes ☐
An operation manual is required and available	Yes ☐
Training, changes to work practices/supervision required for safe use has been considered (e.g. Safe use of Machinery if Technology Teaching)	Yes ☐
Consideration has been made to ergonomic risks (e.g. purchase of bulk order of chairs)	Yes ☐
Consideration has been given to post purchase installation, auditing and maintenance requirements (e.g. playground equipment, basketball ring, roof anchor points).	Yes ☐
2. Chemicals	**Checked**
A Safety Data Sheet (SDS) has been obtained and reviewed (available from ChemWatch or the product manufacturer/supplier)	Yes ☐ N/A ☐
Annex 2 has been checked to ensure it is not a Department prohibited or restricted substance	Yes ☐ N/A ☐
3. Plant /Machinery	**Checked**
Relevant guarding is fixed to static machinery or provided ready to be installed	Yes ☐ N/A ☐
Appropriate space has been allocated for static machinery operation (minimum 800mm)	Yes ☐ N/A ☐
4. Personal Protective Equipment (PPE)	**Checked**
PPE has been obtained and is available for use	Yes ☐ N/A ☐
Employees have had training in the correct use and care of required PPE	Yes ☐ N/A ☐

5. Risk Management	
A Risk Assessment or Safe Work Procedure is required to be completed (to be completed if the risk is unable to be eliminated immediately	Yes ☐ No ☐

Hazards potentially introduced following the purchase, hiring, leasing or donation of goods:	**Controls to be implemented**
Electrocution ☐	
Noise ☐	
Manual handling ☐	
Crushing / amputation ☐	
Biological / chemical ☐	
Dust/ fumes ☐	
Fire / explosion / cut / laceration ☐	
Burns (hot/cold) ☐	
Other:	

Section 2

Receipt of Goods	
Goods received conform to order specifications?	
Note: Goods are not to be accepted if they do not conform to specifications.	

Sign Off	**Name**	**Signature**	**Date**
School Principal/ EHS CS member			

Appendix 4 **– Safe Work Procedure Template**

NOTE: DO NOT use this machine/equipment unless you have been trained in its safe use and operation.

Description of Work:	
<insert photo if applicable>	**Potential Hazards**

Personal Protective Equipment (PPE) Required *(Check the box for required PPE)*:

 Gloves	 Face Masks	 Eye Protection	 Welding Mask	 Appropriate Footwear	 Hearing Protection	 Protective Clothing
☐	☐	☐	☐	☐	☐	☐

Safe Work Procedure Checklist:

1. PRE-Operation/Task:
   -

2. Operation/Task
   -

3. POST-Operation/Task:
   -

Competent Person(s) The following persons are authorized to operate, supervise and test students on the equipment /process

Name:	**Title:**	**Contact Details:**

Appendix 5 **- Risk Assessment Template**

1. Background Information			
School/Workplace:		**Date:**	
Title of Assessment:		**Name of person conducting assessment:**	

2. Risk Assessment				
Identify and list Hazards		**List Current Risk Controls**	**Risk Rating**	**List Additional Controls** *(if any - where current controls are not adequately managing the level of risk***)**
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				

Appendix 6 - Minimum quantities to keep in a laboratory

DANGEROUS GOODS			
Dangerous Goods Class	**Storage & Segregation**	**Handling, Transport & Disposal**	**Maximum Quantities**
Flammable Gas  **Class 2.1**	• Only cylinders in use • Secure with chain or strap away from ignition sources • Vent exhaust lines to hoods • AS/NZS 2243.10, AS 4332 and AS/NZS 3833	• Use cylinder trolley to move cylinder • Disposal Method 1	• Only cylinders in use: - connected to equipment or instruments; or - secured in external gas store and piped into the lab
Non-Toxic Non-Flammable Gas/ Cryogenic Liquid  **Class 2.2**	**Non-Toxic Non-Flammable Gas** • Only cylinders in use • Secured with chain or strap • Vent exhaust lines to hoods • AS/NZS 2243.10, AS 4332 and AS/NZS 3833	• Use cylinder trolley to move cylinder • Disposal Method 1	• Only cylinders in use: - connected to equipment or instruments
	Cryogenic Liquid • Vent exhaust away from users • Store in well-ventilated areas • AS/NZS 2243.10, AS 1894 and AS/NZS 3833	• Use cylinder trolley to move cylinders over 10 L • Carriers must be spill and break-proof • Domestic vacuum flasks are not be used • Disposal Method 1	• Maximum quantity: - 250 L cylinder • Greater if oxygen monitoring device is fixed
Toxic Gas  **Class 2.3**	• Only cylinders in use • Secured with chain or strap • Vent exhaust lines to hoods • AS/NZS 2243.10, AS 4332 and AS/NZS 3833	• Use trolley to carry cylinder • Disposal Method 1	• Only cylinders in use: - connected to equipment or instruments; or - secured in external gas store and piped into the lab
Flammable Liquid  **Class 3**	• Labelled standard lab cupboard, or small amounts throughout lab • Do not refrigerate unless fridge is intrinsically safe (a sealed container) • Segregate from other classes in a spill tray in a cabinet or cupboard • AS/NZS 2243.10, AS 1940 and AS/NZS 3833	• Carriers for 2.5 L quantities • Disposal Method 2	• Maximum quantity (see *Note 3*): - 5 L container; and - 10 L per 50 m² of lab floor space
Flammable Solid  **Class 4.1**	• Keep away from moisture • Store as per supplier's instructions • Segregate from other classes in a sealed container in a spill tray • AS/NZS 2243.10, AS/NZS 5026 and AS/NZS 3833	• Double-pack glass containers • Avoid contact with skin • Disposal Method 2	• Maximum quantity (see *Note 3*): - 10 L container - 10 L per 50 m² of lab floor space • See also *Note 1*
Spontaneously Combustible  **Class 4.2**	• Will ignite in contact with air or water • Segregate from other classes in a sealed container in a spill tray • AS/NZS 2243.10, AS/NZS 5026 and AS/NZS 3833	• Double-pack glass containers • Avoid contact with skin • Disposal Method 2	• Maximum quantity (see *Note 3*): - 10 L container - 10 L per 50 m² of lab floor space • See also *Note 1*
Dangerous When Wet  **Class 4.3**	• Store under oil or inert gas • Keep away from moisture • Segregate from all other classes by at least 1 m, in a sealed container • AS/NZS 2243.10, AS/NZS 5026 and AS/NZS 3833	• Double-pack glass containers • Avoid contact with skin • Disposal Method 2	• Maximum quantity (see *Note 3*): - 10 L container - 10 L per 50 m² of lab floor space • See also *Note 1*

DANGEROUS GOODS			
Dangerous Goods Class	**Storage & Segregation**	**Handling, Transport & Disposal**	**Maximum Quantities**
Oxidising Agent  **Class 5.1**	• Do not store with Class 3 or 4 • Segregate from other classes in a sealed container in a spill tray • AS/NZS 2243.10, AS 4326 and AS/NZS 3833	• Double-pack glass containers • Avoid contact with skin • Disposal Method 2	• Maximum quantity (see *Note 3*): - 10 L container - 10 L per 50 m² of lab floor space • See also *Note 1*
Organic Peroxide  **Class 5.2**	• Do not store with Class 3 or 4 • Segregate from other classes in a sealed container in a spill tray • AS/NZS 2243.10, AS 2714 and AS/NZS 3833	• Double-pack glass containers • Avoid contact with skin • Disposal Method 2	• Maximum quantity (see *Note 3*): - 10 L container - 10 L per 50 m² of lab floor space • See also *Note 1*
Toxic  **Class 6.1**	**Toxic Solids** • Closed containers only • Segregate from other classes in a sealed container in a spill tray • AS/NZS 2243.10, AS/NZS 4452 and AS/NZS 3833	• Double-pack glass containers • Carrier for solids greater than 2.5 kg • Avoid contact with dust or liquid • Disposal Method 2	• Maximum quantity for PG I (see *Note 3*): - 10 kg container - 10 kg per 50 m² of lab floor space • Maximum quantity for PG II and PG III (see *Note 3*): - 20 kg container - 50 kg per 50 m² of lab floor space • See also *Note 2*
	Toxic Liquids • Closed containers only • Segregate from other classes in a sealed container in a spill tray • AS/NZS 2243.10, AS/NZS 4452 and AS/NZS 3833	• Double-pack glass containers • Carrier for liquids greater than 2.5 L • Avoid contact with dust or liquid • Disposal Method 2	• Maximum quantity for PG I (see *Note 3*): - 10 L container - 10 L per 50 m² of lab floor space • Maximum quantity for PG II and PG III (see *Note 3*): - 20 L container - 50 L per 50 m² of lab floor space • See also *Note 2*
Infectious Substance  **Class 6.2**	• Laboratory must be signed • Store area must be signed • Segregate from other classes in a sealed container • AS/NZS 3816	• Double-pack infectious items • Carrier for liquids (2.5 L) • Avoid contact with dust or liquid • Disposal Method 2	• Maximum Quantity: - 5 L container for liquids - 20 kg container for solids
Radioactive  **Class 7**	• Laboratory must be signed • Store area must be signed • Monitoring must be conducted • Results to be recorded • Segregate from other materials by at least 1 m in a sealed container • AS 2243.4	• Store in appropriate container: - lead - perspex - other – as stipulated • Disposal Method 4	• Maximum quantity: - as per management licence
Corrosive  **Class 8**	**Acids** • Avoid interaction with alkalis • Segregate organic and mineral acids • AS/NZS 2243.10, AS 3780 and AS/NZS 3833	• Carriers for 2.5 L quantities • Wear gloves as specified • Disposal Method 3	• Maximum quantity (see *Note 3*): - 20 L container - 20 L per 50 m² of lab floor space for liquids - 50 kg per 50 m² of lab floor space for solids
	Alkalis • Avoid interaction with acids • AS/NZS 2243.10, AS 3780 and AS/NZS 3833	• Carriers for 2.5 L quantities • Wear gloves as specified • Disposal Method 3	• Maximum quantity (see *Note 3*): - 20 L container - 20 L per 50 m² of lab floor space for liquids - 50 kg per 50 m² of lab floor space for solids
Miscellaneous  **Class 9**	• Avoid interaction with incompatible chemicals • AS/NZS 2243.10, AS/NZS 4681 and AS/NZS 3833	• As per specifications on product • Avoid contact with skin • Disposal Method 2	• Maximum quantity for liquids (see *Note 3*): - 5 L container - 50 L per 50 m² of lab floor space Maximum quantity for solids (see *Note 3*): - 20 kg container - 100 kg per 50 m² of lab floor space