

SOP 6.03 – Hazardous Goods Storage and Handling

Section 6 – Occupational Health and Safety

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Electronically Controlled Document

Purpose

To outline chemical storage requirements for Life Saving Clubs and to provide procedures to ensure the safety of members when dealing with chemical storage and handling.

Scope

All operational areas of Life Saving Victoria

Procedures

Legislative Requirements:

Chemicals should be stored in a manner that conforms to the relevant Australian Standards and Victorian regulatory or legislative requirements that may be applicable to the place of storage. The following procedures for Victorian Life Saving Clubs have been made with reference to *Dangerous Goods Act 1985*, the *Dangerous Goods (Storage and Handling) Regulations 2012* and the *Code of Practice for the Storage and Handling of Dangerous Chemicals*.

All Life Saving Clubs and affiliated services must use an appropriate hazardous Materials Storage Cabinet to store fuel when more than 20 litres of fuel is stored at any one time. A Hazardous Materials Storage Cabinet has a built-in spillage containment feature which prevents fuel leaking from the cabinet and reduces the chance of ignition of the contents.

Considerations when storing fuel:

- Assess risks by reviewing the Safety Data Sheet (SDS)
- Minimise quantities stored at any one time
- Method of storage – fuel cabinet & fuel storage containers
- Labelling of fuel storage containers
- Volume of fuel being stored
- Storing fuel out of craft when not in use
- Storage area location – i.e. away from exits and fire escapes
- Decanting – ventilation and PPE
- Ventilation of storage area
- Safety signage / placarding
- Approved Fire Extinguisher
- Training of members
- Risk assessment

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Maximum Fuel Storage

Petrol is classed as a class 3 dangerous good. A dangerous goods license is required if greater than 250 litres of fuel is stored in any one location. Bulk storage of fuel in Life Saving Clubs is restricted to an absolute maximum of 250 litres. If a club or service needs to store more than 250 litres of fuel at any one time, a Dangerous Goods License must be obtained.

LPG Gas Cylinders (BBQ Gas)

All LPG Cylinders must be kept in cool dry place away from any other types of gas cylinders. Always handle this gas in a well-ventilated area, away from any sparks, flames and other ignition sources. DO NOT store in confined spaces and have fire extinguishers at the ready.

Fuel Storage Containers

All clubs that store fuel over 20 litres must use an appropriate hazardous material storage cabinet which has inbuilt spillage containment and prevents fuel leaking from the cabinet, thus reducing the chance of ignition of the contents. This cabinet should also be able to be locked whilst the Gear/IRB shed is kept open and can provide security against theft and vandalism. It will also protect the fuel from small children and passing smokers. This holding container must be clearly marked as a fuel container. It must be sealed and made from a fuel resistant material.

Medical Grade Oxygen

All Oxygen Cylinders must be kept in cool dry place away from any other types of gas cylinders.

Safety Signage

You must display 'HAZCHEM' outer warning placards at your premises, if the quantities of dangerous goods stored and handled at your premises exceed the 'Placarding Quantity' in Schedule 2 of the DG (S&H) Regulations. These are:

- Oxygen - 50 Litres or more
- Petroleum (fuel) - 250 Litres or more

It is a requirement to place signage at or near places where you store flammable liquids, gasses and toxic chemicals.

Additional appropriate signage includes:

- Petroleum - A "Dangerous Goods Diamond" (Red diamond, 250mm square, picture of flame, black lettering "FLAMMABLE LIQUID" & the number "3")
- Oxygen - An "Oxidising Gas Diamond" (Yellow diamond, 250mm square, picture of a flame, black lettering "Oxidising Gas" & the number "2")
- A general warning sign stating e.g. "Danger – Flammable Liquid – No Smoking – Keep Fire Away" being placed on the outside of the shed and adjacent to the storage area.
- A sign with the UN Number and Hazchem code from the Safety Data Sheet.

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Safety Data Sheets (SDS's)

A Safety Data Sheet of a good provides valuable information and guidance on what to do in the event of a spill, splash or incident involving that substance.

The SDS must be located near the storage place of the chemical. In addition, a master copy must be held in the Club Safety Folder in an accessible place, i.e. in the First Aid Room near the Patrol Log Books.

Approved Fire Extinguishers

Dry Chemical Powder (DCP) extinguishers should be used for minor storages and kept close to fuel storage and their location indicated by an appropriate sign. A 9kg DCP extinguisher (2A 60B) should be kept within 3-10 meters of a hazardous material storage cabinet.

References

- *Dangerous Goods Act 1985 (Vic)*
- *Dangerous Goods (Storage and Handling) Regulations 2012 (Vic)*
- *Code of Practice for the Storage and Handling of Dangerous Chemicals*
- *AS 4326-2008 Storage and Handling of Oxidising Agents*
- *AS 1940-2004 Storage and Handling of Flammable and Combustible Liquids*

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