

## POLICY

<b>TITLE:</b>	Hazardous Chemicals Policy		
<b>DIRECTORATE:</b>	Finance		
<b>ADOPTED BY:</b>	Council Resolution:		
<b>DATE OF ADOPTION:</b>	29 November 2024	<b>DATE OF REVIEW:</b>	29 November 2026
<b>POLICY NUMBER:</b>	147		
<b>LEGISLATIVE REF:</b>	<i>Local Government Act 2019; Sections 172 – 173</i> <i>Work Health &amp; Safety (National Uniform Legislation) Act 2011</i> <i>Relevant Codes of Practice</i> <i>Dangerous Goods Act 1998</i> <i>Transport of Dangerous Goods by Road and Rail (National Uniform Legislation) Act 2010</i>		

### 1. INTRODUCTION

#### 1.1. Purpose

Barkly Regional Council (BRC) is committed to preventing, as reasonably practicable, any injury or illness arising from the use of hazardous chemicals in the workplace and for complying with legislated provisions in relation to the handling and usage of hazardous chemicals.

#### 1.2. Scope

This Policy applies to all workers when carrying out their duties in connection with Council which includes all persons who work at the direction of, or on behalf of Council (for example employees, contractors, volunteers, and work experience). The Policy also applies to all hazardous chemicals.

#### 1.3. Definitions

**Hazardous chemicals** and **dangerous goods** have the potential to affect the health of people in the workplace. Chemicals are considered hazardous if they are listed on the National Hazardous chemicals Information System and are above the concentration level which is harmful to human health.

#### 1.4. Responsibilities

Management is responsible for ensuring that this Policy and its procedures are implemented across all BRC workplaces.

The Chief Finance Officer (CFO) is responsible for the oversight of this Policy.

The Work Health & Safety (WHS) Manager is responsible for the implementation of this Policy.

#### 1.5. Policy Objectives

- 1) Management and Area Coordinators must ensure that the hazards associated with Hazardous Chemicals are identified and that actions are taken to control these in accordance with legislated requirements.
- 2) Management must ensure that appropriate induction and training is provided to workers in relation to hazardous chemicals and the wearing of personal protective equipment.

## 2. POLICY STATEMENT

### 2.1 Policy

- 1) Hazardous chemicals must be recorded in the *Hazardous Chemicals Register* for each of BRC's work locations; with the Work Health & Safety Manager having oversight of these.
- 2) Safety Data Sheets must be maintained as current for all hazardous chemicals in use for each of BRC's work locations, including within vehicles transporting hazardous chemicals.
- 3) Hazardous chemicals must be correctly labelled and stored safely as required by legislation.
- 4) Hazardous chemicals and dangerous goods must be transported according to legislation.
- 5) Hazardous chemicals must be disposed of responsibly, and in a manner which does not negatively affect the environment.
- 6) Safety signage and/or placards must be utilised as required.
- 7) If applicable, health surveillance must be undertaken according to prescribed requirements.
- 8) Emergency management plans must contain information on how to handle accidents arising from hazardous chemicals, for example chemical spills.
- 9) Facilities and infrastructure must be inspected and maintained as appropriate for the use of hazardous chemicals, including any pipeline used to convey a hazardous substance.
- 10) Near misses or incidents involving hazardous chemicals must be reported as an Incident according to the *Incident Management Policy*.

## 3. RELEVANT POLICIES

Policies and procedures to be read in conjunction with this policy are:

- 1) Hazardous Chemicals Registers
- 2) Work Health and Safety Policy
- 3) Risk Management Policy
- 4) Incident Reporting & Investigation Policy
- 5) Emergency Management Plans

## 4. IMPLEMENTATION AND REVIEW

### 4.1. Implementation

All workers handling or using hazardous chemicals will be made aware of this Policy. There is no requirement under the Act to publish this policy on the Barkly Regional Council website.

### 4.2. Review

This policy will be reviewed on or before 29 November 2026.

## 5. VARIATIONS, REVOCATIONS AND/OR CHANGES

Barkly Regional Council reserves the right to revoke and/or amend this policy from time to time as is considered necessary to better manage its business and/or to comply with any legislative requirements.

## 6. APPROVAL

This policy is approved.

Chris Kelly  
Chief Executive Officer

  
Signature

29 Nov 2024  
Dated

**END**