

TITLE: CHEMICAL SUBSTANCES REGISTER	
Guideline Number: DG1911	Issue Date: 3 / October / 2007
Issue Status: 1.0	

PURPOSE:

To provide guidelines on the use of a chemical substances register.

SCOPE:

This Guideline applies to:

- Lifesavers, patrol captains/club captains and team leaders
- Lifeguards and lifeguard supervisors
- Coastal authorities and managers

GUIDELINE DESCRIPTION:

1. A chemical substances register should be completed for each site or facility at which chemical substances are stored and/or handled.
2. It is the responsibility of the facility/venue manager to ensure the register is completed.
3. The register should be stored/located in a readily accessible location.

DEFINITIONS:

Dangerous goods means ‘goods that are classified on the basis of immediate physical or chemical effects, such as fire, explosion, corrosion and poisoning, affecting property, the environment or people (e.g. petrol, pool chlorine)’.

Hazardous substances means ‘substances that are classified on the basis of health effects (whether immediate or long-term)’.

REFERENCES:

AS 1940 – 2004 The storage and handling of flammable and combustible liquids

Australian Coastal Public Safety Guidelines

- DG1900: Storage and handling – dangerous goods
- DG1901: Fuel storage and handling
- DG1910: Dangerous goods register
- DG1912: Provision and use of Material Safety Data Sheets
- DG1913: Incident investigation and reporting

Code of Practice for the Storage and Handling of Dangerous Goods, Victoria, December 2000.

National Code of Practice for the Storage and Handling of Workplace Dangerous Goods [NOHSC:2017 (2001)], National Occupational Health and Safety Commission, Australian Government, 2001.

National Code of Practice for the Storage and Handling of Workplace Dangerous Goods [NOHSC:2017 (2001)], Appendix 1 Minor quantities, National Occupational Health and Safety Commission, Australian Government, 2001.

National Standard for the Storage and Handling of Workplace Dangerous Goods [NOHSC:1015 (2001)], National Occupational Health and Safety Commission, Australian Government, 2001.

APPENDICES:

Appendix 1. Chemical substances register (sample)

APPENDIX 1. – Chemical Substances Register (Sample)

Product Name	Location of Substance	MSDS Yes / No	Hazardous Yes / No	Labelled Yes / No	Class HAZCHEM No. /	Maximum Quantity

Completed by: _____

Position in Organisation: _____

Verified by: _____

Date: ____/____/____