



Circular 104:18

Date: 29th November 2018

Subject: Hazardous Materials Guidance

Attention: Clubhouse Conveners, Club IRB Officers, Club Health and Safety Officers

Action: Please review the below material and action as appropriate

Circulars are available at: <http://lifesaving.org.nz/lifesaving/lifesaving-operations-circulars/>

Please find below information regarding the storage of hazardous materials, in order to ensure the safety of all members and club premises. It is recommended to ensure that all compliance steps are in place before booking in a Compliance Certifier to provide training and do on-location checks, in order to make the process as easy as you can for them, and to minimize cost.

More information and a full guide can be found here: <https://www.hazardoussubstances.govt.nz/>

A summary of required steps to gaining certification can be found below:

If storing up to 200L Petrol:

- You need a location compliance certificate, (find these here: <https://compliancecertifiers.worksafe.govt.nz/home-2/>)
- 2 Fire extinguishers within 30 metres of the petrol.
- **Inventory:** You must prepare and maintain an inventory of all your hazardous substances. (Regulation 3.1)
- **Personal protective Equipment:** Personal protective equipment must be used to minimise risks to health and safety. (Regulation GRWM Reg 15)
- **Safety data sheet:** You must have a safety data sheet for all substances listed on your inventory except hazardous waste. (Regulation 2.11)
- **Training and Supervision of Workers:** Every worker must be trained and supervised appropriately. (Regulation 4.5)
- **Labelling:** All hazardous substances should be appropriately labelled including substances you have decanted, transferred, manufactured (even for your own use) or have been supplied to you. (Regulation 2.1)

Proudly
Supported by:





SURF LIFE SAVING
NORTHERN REGION

3 Solent Street, Mechanics Bay, Auckland 1010
PO Box 2195, Shortland Street, Auckland 1140
T 09 303 0663
www.lifesaving.org.nz

- **Packaging:** All hazardous substances should be appropriately packaged including substances you have decanted, transferred, manufactured for your own use or have been supplied to you. (Regulation 2.12)
- These substances must be secured from access by persons other than those permitted by the business to access the substance.

If storing up to 90L Diesel - most controls trigger at larger quantities.

Note that there are certain controls that need to be in place to get a location compliance certificate but this will require inspection as they are specific to each site.

If you have any questions, please get in touch with calvin.hicks@lifesaving.org.nz

Proudly
Supported by:

