Getting you
Sorted,
that's my business.

Hazardous Substances

Helping small businesses provide evidence of compliance with the Health and Safety at Work (Hazardous Substances) Regulations.

Business Systems Sorted

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- Inventory
- Safety Data Sheets (SDS)
- Risk assessment and controls
- Information, instruction, training and supervision
- Emergency preparation
- Storage and labelling
- Personal protective equipment (PPE)
- Annual review

Inventory
Compilation of hazardous substance inventory, including any hazardous waste.
Entering of inventory on Worksafe NZ Hazardous Substances Online Calculator.

Safety Data Sheets (SDS)
Supply soft copies of full, current NZ SDS for inventoried substances as available.

Risk assessment and controls
Ensure all controls in place as per calculator results.
Document as appropriate in Risk/Hazard Register.

Information, instruction, training & supervision
Create easy-to-understand summaries of SDS as information and training resources
Facilitate training seminars on substances as required. Complete training records.

Emergency preparation
Arrange six monthly emergency drill and document.
Arrange appropriate training.

Storage and labelling
Confirm storage of substances as per calculator results.
Check all containers are appropriate ie labelled as per regulations and leak-proof - identify any containers required to be replaced.

Personal protective equipment (PPE)
Ensure all PPE available to relevant users.
Check condition and arrange maintenance/servicing/replacement as appropriate.
Document on PPE register.

Annual review
Diarised annual review.

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