

## **GPG 22** Managing Dangerous Goods



### **Governing Legislation and Standards:**

Dangerous Goods Act  
Dangerous Goods (Storage & Handling) Regulations



### **Summary Information:**

Dangerous Goods are a defined list of goods that may explode, are poisonous, cause corrosion or burn rapidly, causing harm to people or property.

All Dangerous Goods must be managed according to strict requirements that are determined by the type and quantity of each of the Dangerous Goods you store on site.

When the Dangerous Goods stored on site exceed specified quantities you may be required to:

1. **Display HAZCHEM placarding:**  
HAZCHEM placarding is a warning sign that indicates that Dangerous Goods are stored on site.
2. **Create a Dangerous Goods Manifest:**  
The Dangerous Goods Manifest is a list of the types and quantities of specific goods you store on site. As well as creating the Manifest you must create a site plan showing the location of the Dangerous Goods and the location of the Manifest.

WorkCover and the fire brigade will assist you with determining the need for placarding or a manifest.



### **Further Help:**

Victorian WorkCover Authority, telephone 1800 13 60 89  
Information Victoria, telephone, 1300 36 63 56  
Your local fire brigade

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## Good Practice Risk Control:

Identify all of the different dangerous goods you store on site.

- Reduce the number and quantity of the different dangerous goods you store on site.
- Contact the Fire Brigade or Victorian WorkCover Authority for help determining if you need HAZCHEM placarding or a Dangerous Goods Manifest.

- **IF A MANIFEST IS NOT REQUIRED:**

- Implement and train staff, according to Material Safety Data Sheet (MSDS) instructions, in the following techniques:
- Proper handling techniques;
- Safe storage;
- Spill control;
- Hazard identification, information & training;
- The use of personal protective equipment.

- **IF A MANIFEST IS REQUIRED:**

- You must respond to all of the Guidelines shown above, and implement the following requirements:
  1. DANGEROUS GOODS MANIFEST  
A manifest showing the quantity and location of dangerous goods must be kept in a fire-proof container approved by the Fire Brigade or County Fire Authority.
  2. NOTIFICATION  
You must register your site with the Dangerous Goods Branch of Victorian WorkCover Authority.
  3. EMERGENCY PLAN  
Written emergency plans that respond to fires and emergency evacuation must be prepared and displayed.
  4. FIRE BRIGADE APPROVAL  
The Metropolitan Fire Brigade or County Fire Authority must visit your site and complete an approval.
  5. EMPLOYEE TRAINING  
Employees must be trained in the identification of hazards and proper handling for normal and emergency conditions. Records must be kept of your assessment of each employees competence.