



SAFETY DATA SHEET

SECTION 1 IDENTIFICATION: PRODUCT IDENTIFIER AND CHEMICAL IDENTITY

Product Identifier	ACETONE
Other Names	2-Propanone, Dimethyl Ketone
Manufacturer's Product Code	16255
Recommended Use	Solvent

Details of Supplier/Manufacturer

Company:	Recochem Inc.	ABN: 69 010 485 999
Address:	1809 Lytton Road, Lytton, Queensland 4178	
Phone:	(07) 3308 5200	Fax: (07) 3308 5201
Website:	www.recochem.com.au	

Emergency Telephone Numbers

Business Hours:	(07) 3308 5200	
After Hours:	1300 131 001	
Poisons Information:	Australia: 13 11 26	New Zealand: 0800 764 766

SECTION 2 HAZARDS IDENTIFICATION

Hazardous chemical	<i>according to classification by Safe Work Australia</i>
Dangerous goods	<i>according to the Australian Code for the Transport of Dangerous Goods by Road and Rail</i>

Signal Word	DANGER
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GHS Classification	Pictogram	Hazard statement
Flammable Liquids, Category 2	 FLAME	H225 Highly flammable liquid and vapour
Serious Eye Damage/Irritation, Category 2A	 EXCLAMATION MARK	H319 Causes serious eye irritation
Specific Target Organ Toxicity (Single exposure), Category 3		H336 May cause drowsiness or dizziness
Non-GHS (Safe Work Australia)		AUH066 Repeated exposure may cause skin dryness or cracking

Product: ACETONE**Precautionary statements:**

GENERAL	
P101	If medical advice is needed, have product container or label at hand
P102	Keep out of reach of children
P103	Read label before use
PREVENTATIVE	
P210	Keep away from heat, hot surfaces, sparks, open flames, and other ignition sources. No smoking
P233	Keep container tightly closed
P240	Ground and bond container and receiving equipment
P241	Use explosion-proof electrical/ventilation/lighting equipment
P242	Use non-sparking tools
P243	Take action to prevent static discharge
P261	Avoid breathing mist/vapours/spray
P264	Wash thoroughly after handling
P271	Use only outdoors or in a well-ventilated area
P280	Wear protective gloves/eye protection/face protection
RESPONSE	
P303 + P361 + P353	IF ON SKIN (or hair): Take off contaminated clothing and wash before reuse. Rinse skin with water/shower
P304 + P340	IF INHALED: Remove victim to fresh air and keep comfortable for breathing
P305 + P351 + P338	IF IN EYES: Rinse cautiously with water for several minutes. Remove contact lenses, if present and easy to do. Continue rinsing
P312	Call a POISON CENTER or doctor/physician if you feel unwell
P337 + P313	If eye irritation persists: Get medical advice/attention
P370 + P378	In case of fire: Use foam/water spray/fog for extinction
STORAGE	
P403 + P233	Store in a well-ventilated place. Keep container tightly closed
P403 + P235	Store in a well-ventilated place. Keep cool
P405	Store locked up
DISPOSAL	
P501	Dispose of contents/container in accordance with local regulations

SECTION 3 COMPOSITION AND INFORMATION ON INGREDIENTS**Ingredients Names and Proportions**

Chemical Entity	CAS Number	Proportion (%)
Acetone	67-64-1	> 99

SECTION 4 FIRST AID MEASURES**Description of necessary first aid measures**

Inhalation:	Keep victim calm and remove to fresh air if safe to do so. If rapid recovery does not occur, transport to nearest medical facility for additional treatment.
Skin Contact:	If skin contact occurs, remove contaminated clothing and wash skin thoroughly with water and follow by washing with soap if available. Transport to nearest medical facility for additional treatment if necessary.
Eye Contact:	If in eyes, hold eyes open, flood with water for at least 15 minutes. Seek immediate medical assistance.
Ingestion:	If swallowed, do NOT induce vomiting. Transport to nearest medical facility for additional treatment. If vomiting occurs spontaneously, keep head below hips to prevent aspiration.

Product: ACETONE

Symptoms caused by exposure

Inhalation:	Breathing of high vapour concentrations may cause central nervous system depression resulting in dizziness, light-headedness, headache, nausea and loss of coordination. Continuous inhalation may result in unconsciousness and death.
Skin:	May include burning sensation and/or a dried/cracked appearance.
Eye:	May include burning sensation, redness, swelling and/or blurred vision.
Ingestion:	May include coughing, choking, wheezing, difficulty in breathing, chest congestion, shortness of breath and/or fever

Medical attention and special treatment

Treat symptomatically.

SECTION 5 FIRE FIGHTING MEASURES

Suitable extinguishing equipment

Foam, water spray or fog. Dry chemical powder, carbon dioxide, sand or earth may be used for small fires only.

Specific hazards arising from the chemical

A highly flammable liquid. Carbon monoxide and/or carbon dioxide may be evolved. May form flammable vapour mixture with air. Avoid all ignition sources. The vapour is heavier than air, spreads along the ground and distant ignition is possible. Heating can cause expansion or decomposition leading to violent rupture of containers. Containers exposed to intense heat from fires should be cooled with large quantities of water.

Special protective equipment and precautions for fire fighters

Wear full protective clothing and self-contained breathing apparatus. Hazchem code •2YE.

SECTION 6 ACCIDENTAL RELEASE MEASURES

Personal precautions, protective equipment and emergency procedures

Avoid contact with spilled or released material. Shut off leaks, if possible without personal risks. Isolate hazard area and deny entry to unnecessary or unprotected personnel. Remove all sources of ignition in the surrounding area. Take precautionary measure against static discharge. Ensure electrical continuity by bonding and earthing all equipment.

Environmental precautions

Use appropriate containment to avoid environmental contamination. Prevent from spreading and entering waterway using sand, earth or other appropriate barriers. Attempt to disperse the vapour or to direct its flow to a safe location for example by using fog sprays. Ventilate contaminated area thoroughly.

Methods and materials for containment and cleaning up

For small spills (< 1 drum), transfer by mechanical means to a labelled, sealable container for product recovery or safe disposal. Allow any residues to evaporate or use an appropriate absorbent material and dispose of safely.

For larger spills (> 1 drum), transfer by means such as a vacuum truck to a salvage tank for recovery or disposal. Do not flush residues with water. Retain as contaminated waste. Allow any residues to evaporate or use an appropriate absorbent material and dispose of safely.

SECTION 7 HANDLING AND STORAGE

Precautions for safe handling

Highly flammable product. Avoid breathing vapours. Handle and open containers with care in a well-ventilated area. Ensure that the workplace is ventilated such that the Occupational Exposure limit is not exceeded. Avoid contact with skin, eyes and clothing. Wash thoroughly after handling. Do not eat, drink or smoke in contaminated areas. Electrostatic charges may be generated during transfer. Electrostatic discharge may cause fire. Ensure electrical continuity by earthing all equipment. Flameproof equipment necessary in area where chemical is being used. Vapours may accumulate in low or confined areas.

Product: ACETONE**Conditions for safe storage, including any incompatibilities**

Bulk storage tanks should be banded. Store in a well-ventilated area, away from sunlight, ignition sources and other sources of heat. Do not store near strong oxidants.

SECTION 8 EXPOSURE CONTROLS AND PERSONAL PROTECTION

Exposure control measures

From National Occupational Health & Safety Commission (NOHSC) Worksafe Australia -
Acetone: 1185mg/m³ (500ppm) TWA (8hr), STEL 2375mg/m³ (1000ppm)

Biological monitoring

No biological limit allocated.

Engineering controls

Ensure that adequate ventilation is provided. Avoid generating and inhaling mists and vapours. Keep containers closed when not in use.

Individual protection measures

Eye and face protection:	Wear safety goggles.
Skin protection:	Use solvent resistant gloves, nitrile for longer term protection or PVC and neoprene for incidental splashes.
Respiratory protection:	If work practices do not maintain airborne level below the exposure standard, use appropriate respiratory protection equipment. When using respirators, select an appropriate combination of mask and filter. Select a filter for organic gases and vapours (boiling point > 65°C). Respirators should comply with AS1716 or an equivalent approved by a state/territory authority.
Thermal hazards:	Not applicable.

SECTION 9 PHYSICAL AND CHEMICAL PROPERTIES

Appearance:	Clear colourless liquid
Odour:	Characteristic
Odour threshold (ppm):	Data not available
pH:	Not applicable
Melting point/freezing point (°C):	-95
Initial boiling point and boiling range (°C):	56
Flash point (°C):	-18 (closed cup)
Evaporation rate (Butyl acetate = 1):	5.6
Flammability:	Highly flammable
Upper/lower flammability or explosive limits (%):	2.15 - 13.0
Vapour pressure (mbar @ 20°C):	186
Vapour density (air = 1):	2
Density (g/ml @ 20°C):	0.79
Solubility:	Miscible with water
Partition coefficient: n-octanol/water:	0.2
Auto-ignition temperature (°C):	465

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Decomposition temperature (°C):	Data not available
Kinematic viscosity (mm ² /s @ 20°C):	Data not available

SECTION 10 STABILITY AND REACTIVITY

Reactivity

Stable under normal conditions of use.

Chemical stability

Stable under normal conditions of use.

Possibility of hazardous reactions

Stable under normal conditions of use.

Conditions to avoid

Avoid heat, sparks, open flames and other ignition sources.

Incompatible materials

Strong oxidising agents, reducing agents, acids, alkalis.

Hazardous decomposition products

Burning can produce carbon monoxide and/or carbon dioxide.

SECTION 11 TOXICOLOGICAL INFORMATION

Acute toxicity:	Low toxicity - LD50 Oral (rat) > 2000 mg/kg LC50 Inhalation (rat, 4h) > 20 mg/l
Skin corrosion/irritation:	Skin - rabbit, Result – Irritating to skin (48h). May cause skin irritation. Will have a degreasing effect on the skin. Repeated or prolonged skin contact may lead to irritant contact dermatitis
Serious eye damage/irritation:	Moderate to severe eye irritant. High concentrations of 500-1000ppm are irritating to eyes
Respiratory or skin sensitisation:	Not expected to be a sensitiser
Germ cell mutagenicity:	Not expected to be mutagenic
Carcinogenicity:	Not expected to be carcinogenic
Reproductive toxicity:	Not expected to impair reproduction
Specific Target Organ Toxicity (STOT) – single exposure:	May cause drowsiness or dizziness
Specific Target Organ Toxicity (STOT) – repeated exposure:	Central nervous system: repeated exposure affects the nervous system. Effects seen at high doses only
Aspiration hazard:	Aspiration into the lungs when swallowed or vomited may cause chemical pneumonitis which can be fatal

SECTION 12 ECOLOGICAL INFORMATION

Ecotoxicity

Acute toxicity:

Fish –	Low toxicity: LC/EC/IC50 > 1000mg/l
Aquatic invertebrate –	Low toxicity: LC/EC/IC50 > 1000mg/l
Algae –	Low toxicity: LC/EC/IC50 > 1000mg/l

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Microorganisms –	Low toxicity: LC/EC/IC50 > 1000mg/l
Chronic toxicity:	
Fish –	Data not available
Aquatic invertebrate –	Data not available
Algae –	Data not available
Microorganisms –	Data not available

Persistence and degradability

Readily biodegradable.

Bioaccumulative potential

Not expected to bioaccumulate significantly.

Mobility in soil

Miscible with water. If product enters soil, it will be mobile and may contaminate groundwater.

Other adverse effects

Data not available.

SECTION 13 DISPOSAL CONSIDERATIONS

Ensure waste disposal conforms to local waste disposal regulations.

SECTION 14 TRANSPORT INFORMATION

UN number:	1090
Proper shipping name:	Acetone
Australian Dangerous Goods class:	3
Australian Dangerous Goods packing group:	II
Hazchem code:	•2YE

SECTION 15 REGULATORY INFORMATION

Standard for the Uniform Scheduling of Medicines and Poisons (SUSMP), Poisons Schedule:	5
Australian Inventory of Chemical Substances (AICS):	Listed
Dangerous Goods Initial Emergency Response Guide (SAA/SNZ HB76):	14

SECTION 16 OTHER INFORMATION

Date of preparation:	28/02/2022
Revision number:	7
Changes in this revision:	Reviewed due to expiration

Product: ACETONE

This SDS summarises product safety information at the date of issue, to the best of our knowledge, as a general guide. Recochem cannot anticipate or control the conditions under which the product is used, so prior to usage each user must assess and control the risks associated with their use of the product. Users should also consult the relevant legislation governing the use and storage of this product. We make no warranties, express or implied, and assume no liability in connection with any use of information contained within this document. If clarification or further information is needed, the user should contact Recochem on (07) 3308 5200.

Hazardous Chemicals (Hazardous Products, Materials, Substances and Dangerous Goods) Procedure

DOCUMENT HISTORY

Revision Number	Reason for Change	Date	Revised by
1	Original distribution	15/08/23	WHS Practitioner

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OVERVIEW

This procedure forms part of the TipTop Construction Environment Health and Safety Management System.

The purpose of this procedure is to outline the TipTop Construction requirements for selection, storage and use of products or substances that are classified as hazardous chemicals including hazardous products, materials, substances or dangerous goods. Potential exists for injury, ill-health or environmental impact if these chemicals are not packaged, stored, handled, decanted, used or disposed of correctly.

This procedure applies to all TipTop Construction workplaces withing Queensland.

This procedure has been developed in accordance with legislative requirements, including Queensland's Work Health and Safety Regulation 2011 Regulation 348 and Schedule 11, 12 and 13.

RELATED DOCUMENTS

The related documents available for use in conjunction with this procedure are as follows:

TipTop Construction

- EHS Risk Management Procedure
- Exposure Monitoring and Health Surveillance Procedure
- Emergency Response Procedure
- Incident Reporting and Management Procedure
- Risk and Opportunity Management Procedure
- Impacts & Hazards Risk Assessment Template
- Hazardous Chemicals Register
- Hazardous Chemicals (Hazardous Products, Materials, Substances or Dangerous Goods) Management Sub Plan.
- Workplace Delivery Code

Legislation

- WHS/OHS legislation.
- Australian Standard 1940: 2017 Storage and handling of flammable and combustible liquids
- Australian Standard 1319:1994 Safety signs for the occupational environment
- Australian Standard 3780: 2008 The storage and handling of corrosive substances
- Australian Standard 3833: 2007 The storage and handling of mixed classes of dangerous goods, in packages and intermediate bulk containers
- Australian Code for the Transport of Dangerous Goods by Road and Rail (Edition 7.6, Mandatory from 1 July 2019)
- Labelling of Workplace Hazardous Chemicals – Model Code of Practice (Safe Work Australia)
- Preparation of Safety Data Sheets for Hazardous Chemicals – Model Code of Practice (Safe Work Australia)
- Managing Risks of Hazardous Chemicals in the Workplace – Model Code of Practice (Safe Work Australia)
- Workplace exposure standards for airborne contaminants (Safe Work Australia: currently under review)
- Hazardous Chemical and Information System (Safe Work Australia)
- How to Safely Remove Asbestos – Model Code of Practice
- How to Manage and Control Asbestos in the Workplace – Model Code of Practice

DEFINITIONS

Hazardous Chemicals: Hazardous chemical is the name given to a group of chemicals classified as hazardous for use at workplaces. It includes any substance, mixture or article that satisfies the criteria for a hazard class in the Globally Harmonized System (GHS) for the classification and labelling of chemicals. (*Safework Australia Code of Practice 2018*) The term Hazardous Chemicals refers to hazardous products, materials, substances and dangerous goods.

Hazardous Substances: A substance that following exposure, can have an adverse effect on health. A substance is deemed to be a hazardous substance if it meets the classification criteria specified in the Approved Criteria for Classifying Hazardous Substances [NOHSC:1008(2004)]

Dangerous Goods: Dangerous goods is the name given to a group of chemicals and articles classified as dangerous for transport by road, rail or sea. It includes substances, mixtures or articles that, because of their physical, chemical (physicochemical) or acute toxicity properties, present an immediate hazard to people, property or the environment e.g., explosives, flammable liquids and gases, corrosives, chemically reactive or acutely (highly) toxic substances.

SELECTION OF MATERIALS

When considering the use of any product, material or substance including a chemical, fuel or gas, the potential environment, health and safety risks associated with storage, use and disposal are to be considered as well as the availability of an alternative less hazardous or non-hazardous product.

Where an alternative less hazardous or non-hazardous product is not practicable the risks associated with the use of the product, material or substance must be controlled in accordance with this procedure.

Materials prohibited by the provisions of WHS legislation shall not be considered for use at any TipTop Construction workplace.

ASSESSMENT

Once a product, material or substance has been selected, the nominated person responsible for the work shall implement the following control measures to minimise the likelihood of injury, illness or harm to the environment resulting from its use:

- A Safety Data Sheet (SDS) that is less than 5 years old and is provided in a format compliant with the code of practice for the Preparation of Safety Data Sheets for Hazardous Chemicals is to be provided for all products or substances to identify hazards, storage and other precautionary requirements.
- If the SDS identifies the product or substance as hazardous, a risk assessment is to be undertaken by completing the Hazardous Chemicals Register.
- Those persons that will use or handle the product, material or substance identified as hazardous or dangerous are to be provided training in the precautions for storage, use, disposal and transport, and the personal protective requirements as outlined in the SDS. The risk assessment detailed above, or an equivalent subcontractor risk assessment and a record of the training are to be available at the workplace.
- All hazardous chemicals including hazardous products, materials, substances and dangerous goods must display labelling complying with the Globally Harmonised System of Classification and Labelling

of Chemicals. Refer to the SafeWork Australia Labelling of Workplace Hazardous Chemicals Code of Practice for information on requirements and legislative requirements. In addition:

- o The label is to remain intact and not be defaced, modified or altered in any way.
- o Any hazardous chemical including hazardous product, material, substance or dangerous good, decanted and not used immediately is to be labelled with the brand name, product/trade name, United Nations number (UN Number) Hazchem Code and the risk and safety phrases.
- o Special requirements for the handling, use and storage of the product, material or substance or dangerous good, specified in the SDS (e.g. first aid treatment, special types of personal protective equipment (PPE), special precautions for use or spill containment and clean-up information) are to be the subject of a formal Tool Box Talk or training with the user(s) and the precautions for handling, use and storage are to be listed in any SWMS used by the workers who will use the product or substance or related Tool Box Talk.

Note: where a hazardous chemical (hazardous product, material or substance or dangerous good) is decanted or transferred by any means from one package into another, the precautions outlined in the product or substance SDS shall be followed. The new package must be labelled as per the original packaged hazardous chemical and the container must be of suitable material and in sound condition.

PRODUCT & SUBSTANCE REGISTER

All hazardous chemicals (hazardous products, materials, substances and dangerous goods) stored or in use at TipTop Construction workplaces must be registered by the Workplace Manager or nominated representative on the Hazardous Chemicals Register.

All Safety Data Sheets are to be centrally located to enable timely access to first aid treatment information, e.g., at a first aid facility or other centralised location or at the storage area in hard copy or readily accessible electronic copy. The issue date of Safety Data Sheets must not exceed 5 years.

STORAGE

Hazardous chemicals (hazardous products, materials, substances and dangerous goods) are to be stored in secure well-ventilated areas with relevant placards and warning signage attached. Liquid materials are to be stored in banded areas of suitable construction and size.

Placards and signage must comply with the requirements of the relevant State/Territory legislation and Australian standards listed within the 'Related Documents' section above and summarised in Appendix Three.

The compatibility of stored products, materials substances and dangerous goods must be assessed to prevent interactions that may result in harm to persons, property or the environment due to fire, explosion, corrosion or the release of vapours. **Appendix One** contains a Storage Compatibility Chart and identifies where segregation or consultation with the Regional EHS Manager may be required. Small, packaged liquids should not be stored above solids.

Placards must be provided on storage areas where the quantities stored on site exceed relevant State/Territory legislation. **Appendix Two** provides a list of legislative instruments that regulate the storage of hazardous chemicals

including hazardous products, materials, substances and dangerous goods.

Appendix Three provides additional information on State/Territory WHS requirements for placards on storage areas.

Storage of dangerous goods that 'exceed' manifest quantities as outlined in relevant State/Territory legislation require the workplace to be licensed with the relevant Regulator. To minimise workplace risk and eliminate the need for licensing, except in exceptional circumstances, it is a requirement that maximum volumes of hazardous substance and dangerous goods do not exceed those quantities outlined in the relevant legislation.

Appendix Four provides a summary of Australian Standard requirements for the 'minor' storage of flammable and combustible liquids, mixed classes of dangerous goods and corrosive substances.

Note: Storage of Dangerous Goods in quantities that require licensing of the workplace is only undertaken in consultation with the Regional EHS Manager and Head of Environment, Health and Safety Australia. Where such quantities exist, the hazards and risks must be outlined in the project/workplace Impacts and Hazards Risk Assessment and separate management sub-plan developed as part of the Project EHS Management Plan.

HEALTH MONITORING

Refer to the Exposure Monitoring and Health Surveillance Procedure.

APPENDIX ONE – COMPATIBILITY STORAGE CHART

HAZARDOUS SUBSTANCES AND DANGEROUS GOODS STORAGE CHART*														
CLASS OF HAZARDOUS SUBSTANCE OR DANGEROUS GOOD AND SUBSIDIARY RISK			GASES UNDER PRESSURE				FLAMMABLE LIQUIDS	FLAMMABLE SOLIDS			OXIDISING		TOXIC	CORROSIVE
			2.1	2.2	2.2 Sub-Risk 5.1	2.3	3	4.1	4.2	4.3	5.1	5.2	6	8
														
	2.1 FLAMMABLE GASES		OK TO STORE TOGETHER	OK TO STORE TOGETHER	SEGREGATE AT LEAST 3M	SEGREGATE AT LEAST 3M	SEGREGATE AT LEAST 5M	SEGREGATE AT LEAST 5M	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	SEGREGATE AT LEAST 3M	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	SEGREGATE AT LEAST 5M
	2.2 NON-FLAMMABLE/ NON-TOXIC GASES		OK TO STORE TOGETHER	OK TO STORE TOGETHER	OK TO STORE TOGETHER	OK TO STORE TOGETHER	SEGREGATE AT LEAST 5M	SEGREGATE AT LEAST 5M	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	SEGREGATE AT LEAST 3M	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	SEGREGATE AT LEAST 5M
	2.2 NON-FLAMMABLE/ NON-TOXIC GASES SUB-RISK 5.1		SEGREGATE AT LEAST 3M	OK TO STORE TOGETHER	OK TO STORE TOGETHER	SEGREGATE AT LEAST 3M	SEGREGATE AT LEAST 5M	SEGREGATE AT LEAST 5M	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	SEGREGATE AT LEAST 3M	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	SEGREGATE AT LEAST 5M
	2.3 TOXIC GAS		SEGREGATE AT LEAST 3M	OK TO STORE TOGETHER	SEGREGATE AT LEAST 3M	MAY NOT BE COMPATIBLE CHECK SDS	SEGREGATE AT LEAST 5M	SEGREGATE AT LEAST 5M	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	SEGREGATE AT LEAST 3M	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	SEGREGATE AT LEAST 5M
	3 FLAMMABLE LIQUIDS		SEGREGATE AT LEAST 5M	SEGREGATE AT LEAST 5M	SEGREGATE AT LEAST 5M	SEGREGATE AT LEAST 5M	OK TO STORE TOGETHER	SEGREGATE AT LEAST 3M	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	SEGREGATE AT LEAST 5M	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	SEGREGATE AT LEAST 3M
	4.1 FLAMMABLE SOLID		SEGREGATE AT LEAST 5M	SEGREGATE AT LEAST 5M	SEGREGATE AT LEAST 5M	SEGREGATE AT LEAST 5M	SEGREGATE AT LEAST 3M	OK TO STORE TOGETHER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	SEGREGATE AT LEAST 5M	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	MAY NOT BE COMPATIBLE CHECK SDS
	4.2 SPONTANEOUSLY COMBUSTIBLE		DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER
	4.3 DANGEROUS WHEN WET		DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER
	5.1 OXIDISING AGENT		SEGREGATE AT LEAST 3M	SEGREGATE AT LEAST 3M	SEGREGATE AT LEAST 3M	SEGREGATE AT LEAST 3M	SEGREGATE AT LEAST 5M	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	MAY NOT BE COMPATIBLE CHECK SDS	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	SEGREGATE AT LEAST 3M
	5.2 ORGANIC PEROXIDE		DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	SEGREGATE AT LEAST 3M
	6 TOXIC SUBSTANCES		DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	SEGREGATE AT LEAST 5M
	8 CORROSIVE SUBSTANCES		SEGREGATE AT LEAST 5M	SEGREGATE AT LEAST 5M	SEGREGATE AT LEAST 5M	SEGREGATE AT LEAST 5M	SEGREGATE AT LEAST 3M	MAY NOT BE COMPATIBLE CHECK SDS	DISCUSS WITH REGIONAL EHS MANAGER	DISCUSS WITH REGIONAL EHS MANAGER	SEGREGATE AT LEAST 3M	SEGREGATE AT LEAST 3M	SEGREGATE AT LEAST 5M	MAY NOT BE COMPATIBLE CHECK SDS

APPENDIX TWO – HARMONISED STATE/TERRITORY PLACARD REQUIREMENTS FOR STORAGE AREAS

Work Health and Safety Regulation: Schedule 11: Placard and manifest quantities

Column 1	Column 2	Column 3	Column 4	ADG Code Classification
Item	Description of hazardous chemical	Description of hazardous chemical	Placard quantity	
	Hazard Class (GHS)	Hazard Category		
1	Flammable gases	Category 1	200L	2.1
2	Gases under pressure	With acute toxicity, categories 1, 2, 3 or 4	50L	2.3
3		With skin corrosion categories 1A, 1B or 1C	50L	2.3
4		Aerosols	5,000L	2.1 or 2.2
5		Not specified elsewhere in this Table	1,000L	2.2
6	Flammable liquids	Category 1	50L	3 (PG I)
7		Category 2	250L	3 (PG II)
8		Category 3	1,000L	3 (PG III)
9		Any combination of chemicals from Items 6 to 8 where none of the items exceeds the quantities in columns 4 or 5 on their own	1,000L	
10		Category 4	10,000L	
11	Self-reactive substances	Type A	5kg or 5L	
12		Type B	50kg or 50L	4.1 (Type B)
13		Type C to F	250kg or 250L	4.1 (Type C-F)
14	Flammable solids	Category 1	250kg	4.1 (PG II)
15		Category 2	1,000kg	4.1 (PG III)
16		Any combination of chemicals from Items 12 to 15 where none of the items exceeds the quantities in columns 4 or 5 on their own	1,000kg or 1,000L	
17	Pyrophoric liquids and pyrophoric solids	Category 1	50kg or 50L	4.2 (PG I)
18	Self-heating substances and mixtures	Category 1	250kg or 250L	4.2 (PG II)
19		Category 2	1,000kg or 1,000L	4.2 (PG III)
20		Any combination of chemicals from Items 17 to 19 where none of the items exceeds the quantities in columns 4 or 5 on their own	1,000kg or 1,000L	
21	Substances which in contact with water emit flammable gas	Category 1	50kg or 50L	4.3 (PG I)
22		Category 2	250kg or 250L	4.3 (PG II)
23		Category 3	1,000kg or 1,000L	4.3 (PG III)
24		Any combination of chemicals from Items 21 to 23 where none of the items exceeds the quantities in columns 4 or 5 on their own	1,000kg or 1,000L	
25	Oxidising liquids and oxidising solids	Category 1	50kg or 50L	5.1 (PG I)
26		Category 2	250kg or 250L	5.1 (PG II)
27		Category 3	1,000kg or 1,000L	5.1 (PG III)
28		Any combination of chemicals from Items 25 to 27 where none of the items exceeds the quantities in columns 4 or 5 on their own	1,000kg or 1,000L	
29	Organic peroxides	Type A	5kg or 5L	
30		Type B	50kg or 50L	5.2 (Type B)
31		Type C to F	250kg or 250L	5.2 (Type C-F)

32		Any combination of chemicals from Items 30 and 31 where none of the items exceeds the quantities in columns 4 or 5 on their own	250kg or 250L	
33	Acute toxicity	Category 1	50kg or 50L	6.1 (PG I)
34		Category 2	250kg or 250L	6.1 (PG II)
35		Category 3	1,000kg or 1,000L	6.1 (PG III)
36		Any combination of chemicals from Items 33 to 35 where none of the items exceeds the quantities in columns 4 or 5 on their own	1,000kg or 1,000L	
37	Skin corrosion	Category 1A	50kg or 50L	8 (PG I)
38		Category 1B	250kg or 250L	8 (PG II)
39		Category 1C	1,000kg or 1,000L	8 (PG III)
40	Corrosive to metals	Category 1	1,000kg or 1,000L	8 (PG III)
41		Any combination of chemicals from Items 37 to 40 where none of the items exceeds the quantities in columns 4 or 5 on their own	1,000kg or 1,000L	
42	Unstable explosives		5kg or 5L	
43	Unstable chemicals	Any combination of chemicals from items 11, 29 and 42 where none of the items exceeds the quantities in columns 4 or 5 on their own	5kg or 5L	

Notes

1 In item 2, Gases under pressure with acute toxicity, category 4 only applies up to a LC50 of 5000 ppmV. This is equivalent to dangerous goods of Division 2.3.

2 Item 4 includes flammable aerosols.

Determination of classification of flammable liquids

For the purposes of this table, if a flammable liquid category 4 is used, handled or stored in the same spill compound as one or more flammable liquids of category 1, 2 or 3, the total quantity of flammable liquids category 1, 2 or 3 must be determined as if the flammable liquid category 4 had the same classification as the flammable liquid in the spill compound with the lowest flash point.

Example.

For placarding and manifest purposes, a spill compound containing 1000L of flammable liquid category 1 and 1000L of flammable liquid category 4 is considered to contain 2000L of flammable liquid category 1.

APPENDIX THREE SUMMARY OF AUSTRALIAN STANDARD REQUIREMENTS FOR 'MINOR' STORAGE

Australian Standard 1940 - The storage and handling of flammable and combustible liquids

Minor Storage

Where quantities of dangerous goods do not exceed the following volumes, they are covered by the requirements of the minor storage precautions:

Flammable Liquids		Combustible Liquids C1, C2	Manufactured Products
PG I or PG II	PG III		
500 L	5000 L	10 000 L	Flammable products: 10,000L, of which no more than 2,000L are PG II, provided that storage is closed packages, not to be opened except for tinting paint for immediate use

The packing group of a Dangerous Good can be determined by referring to Section 14 of the SDS.

Storage Considerations

Flammable liquids of PG I, in containers larger than 2.5L, shall not be kept in minor storage unless they are essential for daily operations and handled only by trained personnel.

Where there are multiple minor storage areas on the same premises, such storages shall be separated by a distance of at least:

- 20m, if they are indoors; or
- 15m, if they are outdoors.
- This distance shall be measured from the outermost package or tank in the minor storage.

If two or more buildings are separated by at least 5m of open space (i.e. an area without a roof and accessible for firefighting at all times), or by a concrete or double-brick wall capable of preventing the spread of a fire, a separate indoor minor storage quantity may be applied to each building.

A minor storage shall be separated from any other store of flammable and/or combustible liquids that is larger than minor storage by the greater of:

- the distance to an on-site protected place (as described in the Standard); or
- at least 5m;
- This requirement does not apply to storage cabinets having a maximum capacity of 250L.

Precautions for Minor Storage:

Liquids shall not be for sale or commercial distribution.

- Liquids shall be kept at least 1m away from any boundary, workshop, dwelling or protected place, body of water, watercourse or environmentally sensitive area.
- The ground around the store shall be kept clear of combustible vegetation or refuse for a distance of at least 3m.

- Any potential flow of spillage shall be controlled by bunding of the minor store which is capable of containing 110% of the volume of the largest package/container size.
- All spills and leaks shall be cleaned up immediately. Any waste shall be disposed of safely and in accordance with the local regulations.
- AS/NZS 2430.3.3 shall be consulted for hazardous atmosphere zoning if the volume of flammable liquids exceeds:
 - 100L in closed containers;
 - 25L for decanting purposes, e.g. petrol transfer to a motor vehicle or lawn mower;
 - 5L in open containers for occasional use; or
 - 1L in open containers for continuous use.
- There shall be no ignition sources in any space in which a flammable mixture of vapour and air could be present.
- At premises where more than 100L of flammable liquids, or more than 1,000L of combustible liquids are stored, or where flammable liquids are decanted, the following requirements apply:
 - At least one portable fire extinguisher, having a suitable rating for use with the range of materials being kept, shall be readily accessible and adjacent to the minor storage area.
 - Where liquids are stored on open land, a fire extinguisher shall be provided if the liquids are decanted or transferred within 5 m of the storage.
- In areas where flammable liquids are decanted, a sign bearing the following words shall be displayed:
DANGER - FLAMMABLE LIQUIDS - NO SMOKING - KEEP FIRE AWAY
Note: Signs should comply with AS 1319.
- Any tank that is intended for the storage of flammable or combustible liquid shall comply with AS 1692 or other appropriate specification. A Category 1 tank shall not be used for flammable liquid.
- Tanks shall be inspected and maintained regularly.

Non-Minor Storage:

Where quantities of flammable and combustible exceed the volumes in the preceding section, the remaining requirements of AS1940 must be met.

Australian Standard 3780 - The storage and handling of corrosive substances

Minor Storage:

Where quantities of dangerous goods do not exceed the following volumes, they are covered by the requirements of the minor storage precautions:

	Packing Group I	Packing Group II	Packing Group III	Combustible Liquids
Total Quantity of all Dangerous Goods	25kg or l	250kg or l	1,000kg or l	1,500kg or l

The packing group of a Dangerous Good can be determined by referring to Section 14 of the SDS.

The maximum amount of each packing group type may be stored in one minor storage location and still comply with the requirements of this part.

The total amount of dangerous goods kept shall not exceed one minor store per 500m² of floor or ground area. Where the floor or ground area exceeds 500m², minor stores shall be at least 10m apart.

Precautions for Minor Storage:

- Any materials that are incompatible, or might react dangerously if mixed, shall be segregated so that the possibility of reaction is minimised.
- The storage area shall be away from any heating or ignition sources.
- The storage area shall be provided with adequate natural or mechanical ventilation, depending on the nature of the substances and the circumstances of their use.
- Packages shall be kept closed when not in use. Packages should only be opened in a well-ventilated area and if their contents are flammable, away from any potential ignition source.
- Packages should be stored in such a manner that leaks cannot affect other substances in the store. Liquids should not be stored above powders and solids. Liquids in glass bottles should be stored at lower levels.
- Appropriate spill control measures shall be provided where packages are opened and their contents transferred.
- Any spills or leaks shall be cleaned up immediately and disposed of in accordance with spill response procedures.
- Contaminated, spilled or leaked material shall not be returned to its original packaging, except for disposal where it is known that this will not increase the risk.
- The transfer of dangerous goods from the store to the point of use shall be carried out in a manner that minimises the possibility of spillage or fire.
- Dangerous goods shall not be stored or handled where they could hinder escape from a building in the event of a fire.
- Persons who handle any dangerous goods shall be informed and aware of the hazards involved.
- Packages shall be kept in such a manner as to avoid spillage.
- Stores shall be kept clear of combustible matter and refuse.
- Packages shall be kept on surfaces that are resistant to attack by their contents if spilt.
- Appropriate personal protective equipment shall be worn by personnel involved in product transfer or clean-up operations.
- A fire extinguisher of suitable type shall be installed at each minor store. It shall be located so that it is immediately accessible in an emergency, along an exit route.
- A supply of water shall be available at a nearby location, for personal hygiene.
- The ground around the storage area shall be kept clear of combustible vegetation and refuse by at least 3 metres.
- Any potential flow of spillage shall be controlled by bunding of the minor store which is capable of containing 110% of the volume of the largest package/container size.
- The store shall be separated from any protected place or property boundary by at least 3 metres.

Non-Minor Storage:

Where quantities of dangerous goods exceed the volumes in the preceding section, the remaining requirements of AS3833 must be met; the requirements of Australian Standard 1940 Storage and Handling of Flammable and Combustible Liquids will also need to be considered.

SAFE OPERATING PROCEDURE

Ramsol Disinfectant Spray

SOP No: 1

Version No: 1

Review date: 10/05/23

DESCRIPTION OF WORK PROCESS: Acetone is an effective clean-up solvent for difficult resins, waxes and adhesives. Due to it's highly flammable nature, it should be used with caution.

POTENTIAL HAZARDS:	Highly flammable liquid and vapour	Causes serious eye irritation	May cause drowsiness or dizziness
	Repeated exposure may cause skin dryness or cracking		

PERSONAL PROTECTIVE EQUIPMENT

	Wear safety goggles.		Use solvent resistant gloves, nitrile for longer term protection or PVC and neoprene for incidental splashes.		If work practices do not maintain airborne level below the exposure standard, use appropriate respiratory protection equipment
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PRE-OPERATIONAL SAFETY CHECKS/ SPECIAL HANDLING AND STORAGE REQUIREMENTS

Precautions for use:

- If medical advice is needed, have product container or label at hand
- Keep out of reach of children
- Read label before use
- Keep away from heat, hot surfaces, sparks, open flames, and other ignition sources. No smoking
- Keep container tightly closed
- Ground and bond container and receiving equipment
- Use explosion-proof electrical/ventilation/lighting equipment
- Use non-sparking tools
- Take action to prevent static discharge
- Avoid breathing mist/vapours/spray
- Wash thoroughly after handling
- Use only outdoors or in a well-ventilated area
- Wear protective gloves/eye protection/face protection

Safe Handling:

- Highly flammable product.
- Avoid breathing vapours. Handle and open containers with care in a well-ventilated area. Ensure that the workplace is ventilated such that the Occupational Exposure limit is not exceeded.
- Avoid contact with skin, eyes and clothing.
- Wash thoroughly after handling.
- Do not eat, drink or smoke in contaminated areas.
- Electrostatic charges may be generated during transfer. Electrostatic discharge may cause fire. Ensure electrical continuity by earthing all equipment.
- Flameproof equipment necessary in area where chemical is being used.
- Vapours may accumulate in low or confined areas.

Store it safely:

- Bulk storage tanks should be banded.
- Store in a well-ventilated area, away from sunlight, ignition sources and other sources of heat.
- Do not store near strong oxidants.

Ensure ALL hazards are controlled at all times through good work practice

- Do not exceed the Workplace Exposure Standard (1185mg/m³ TWA)**
- Ensure engineering controls are in place:**
 - Ensure that adequate ventilation is provided.
 - Avoid generating and inhaling mists and vapours.
 - Keep containers closed when not in use.

STEP BY STEP WORK PROCEDURE

APPLICATION - Clean-up solvent for difficult resins, waxes and adhesives.

- Do not use on surfaces that will absorb the liquid
- Use only outdoors or in a well-ventilated area
- Ensure the correct PPE is in place
- Open the cap immediately before use, and reinstate cap
- If using a rag, ensure it is removed and safely disposed of immediately
- Return container to safe storage position.
- Wash hands and after use

WASTE DISPOSAL: Ensure waste disposal conforms to local waste disposal regulations.

EMERGENCY RESPONSE- First aid:

Report first aid incident immediately to your first aider and supervisor.

Necessary first aid measures include:

Inhalation: Keep victim calm and remove to fresh air if safe to do so. If rapid recovery does not occur, transport to nearest medical facility for additional treatment.

Skin Contact: If skin contact occurs, remove contaminated clothing and wash skin thoroughly with water and follow by washing with soap if available. Transport to nearest medical facility for additional treatment if necessary.

Eye Contact: If in eyes, hold eyes open, flood with water for at least 15 minutes. Seek immediate medical assistance.

Ingestion: If swallowed, do NOT induce vomiting. Transport to nearest medical facility for additional treatment. If vomiting occurs spontaneously, keep head below hips to prevent aspiration.

Ensure an Incident/Injury report is completed

Emergency safety equipment:



Spill kit and spill response:

Avoid contact with spilled or released material. Shut off leaks, if possible without personal risks. Isolate hazard area and deny entry to unnecessary or unprotected personnel. Remove all sources of ignition in the surrounding area. Clean up and decontaminate the area.

Report the spill immediately.

Clean up/ decontamination:

For small spills (< 1 drum), transfer by mechanical means to a labelled, sealable container for product recovery or safe disposal. Allow any residues to evaporate or use an appropriate absorbent material and dispose of safely.

For larger spills (> 1 drum), transfer by means such as a vacuum truck to a salvage tank for recovery or disposal. Do not flush residues with water. Retain as contaminated waste. Allow any residues to evaporate or use an appropriate absorbent material and dispose of safely.

Fire control:

Heating can cause expansion or decomposition leading to violent rupture of containers. Containers exposed to intense heat from fires should be cooled with large quantities of water.

In the event of a fire, use foam, water spray or fog. Dry chemical powder, carbon dioxide, sand or earth may be used for small fires only.

The Operation Procedure should be reviewed annually, or after an incident has occurred, or changes have been made to legislation.

Castellano, Kiralee

From: Castellano, Kiralee
Sent: Wednesday, 16 June 2022
To: DL List: All workers
Subject: FW: Acetone Process and Procedure
Attachments: Operating Procedure - Acetone.docx; Hazardous Chemicals (Hazardous Products, Materials, Substances and Dangerous Goods) Procedure - WORD.docx

Dear workers,

Please find attached Operating Procedure for Acetone, and TipTop Construction's Hazardous Products, Materials, Substances and Dangerous Goods) Procedure.

Can you please ensure your workgroups complete a Toolbox Talk on the requirements.

Please raise any concerns or feedback to TipTip management.

Kind Regards,

Kiralee Castellano

WHS Practitioner

From: Castellano, Kiralee <Kiralee.Castellano@lendlease.com>

Sent: Wednesday, 16 June 2022

To: Construction Manager

Subject: Acetone Process and Procedure

Attention PCBU:

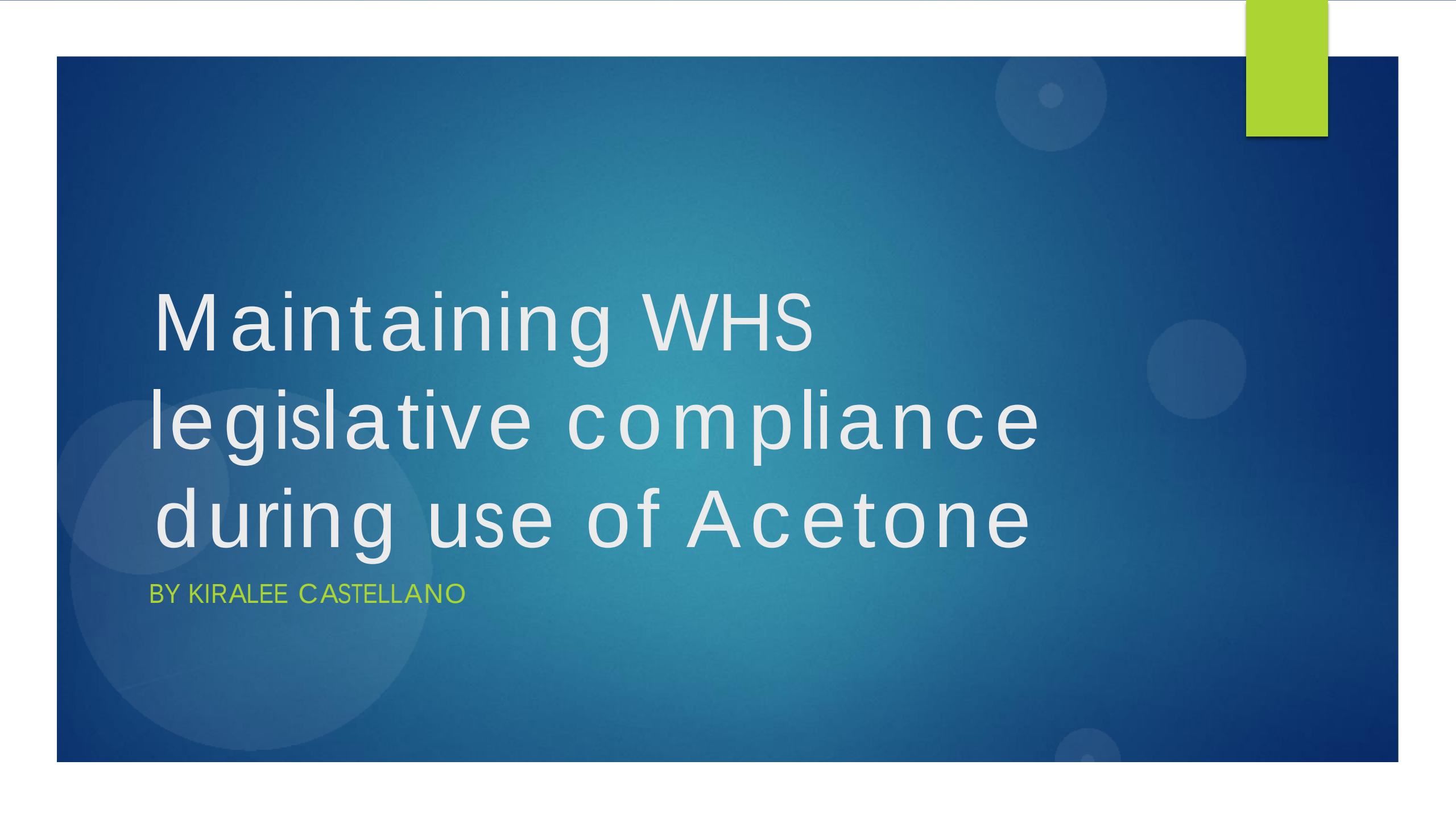
It has been identified that there is use of Acetone (a Hazardous Chemical) within the workplace. Please find attached operating procedure, developed in line with the Companies' Hazardous Products, Materials, Substances and Dangerous Goods) Procedure (also attached)

Please provide your feedback.

Kind Regards,

Kiralee Castellano

WHS Practitioner



Maintaining WHS legislative compliance during use of Acetone

BY KIRALEE CASTELLANO

PCBU's duties regarding identified hazardous chemical

A PCBU (under WHS Act s19) has the primary duty to ensure, so far as is reasonably practicable, workers and other persons face risk to their health and safety, whilst carrying out any works as part of the conduct of the business or undertaking.

This includes ensuring the safe use, handling and storage of substances.

Therefore, a PCBU must eliminate risks arising from use Acetone within in the workplace, or if that is not reasonably practicable, minimise the risks so far as is reasonably practicable.

The risks associated with Acetone include:

- ▶ Ignition, due to exposure to heat/flame. This may lead to a fire
- ▶ Ingestion, leading to poisoning, cough or a sore throat
- ▶ Contact with skin, which may lead to burns, irritation, or dermatitis.
- ▶ Exposure to vapour, resulting in irritated eyes, headache or dizziness

PCBU's duties regarding identified hazardous chemical (continued)

The PCBU has legal obligations associated with using, handling, generating and storing hazardous chemicals the a workplace, these include:

- Providing information, training, instruction and supervision to workers on how to use the product
- Emergency plans are prepared, and if the quantity of a class of hazardous chemical at a workplace exceeds the manifest quantity for that hazardous chemical, providing a copy of the emergency plan to the primary service organisation
- Ensuring a spill containment system is in place
- Ensuring that exposure levels are not exceeded
- Displaying complaint safety signs as close to hazardous chemical, and using warning placards
- Ensuring containers are labelling correctly
- Maintaining a hazardous chemical register
- Providing information to the regulator of manifest quantities if required
- Having provisions in place for health monitoring for workers
- SDS sheets must be obtained
- Ignition sources and accumulation of flammable combustible substances must be controlled
- fire protection, firefighting equipment, emergency equipment and safety equipment are available and provisions in place
- stability and support of containers for bulk hazardous chemicals including pipework and attachments
- decommissioning of underground storage and handling systems
- notifying the regulator as soon as practicable of abandoned tanks in certain

This is outlined in Part7 of the WHS Regulation

Non-compliances highlighted from workplace monitoring

- ▶ Workplace monitoring through site inspections has found non-compliant in storage of Acetone.
- ▶ The Acetone was found to be kept in a storage container, which was in the laydown yard.
- ▶ The laydown yard was in direct sunlight all day, and at it was in the middle of summer, the temperature within the container was found to be above 50°C. The container did not have any ventilation.
- ▶ This is in direct breach out the storage methods set out in the SDS for Acetone, breach of AS 1940: The storage and handling of flammable and combustible liquids, and the WHS Regulation Part 7.
- ▶ Such non-compliance incurs the risk of violent rupture of containers and the accumulation of vapours, exposing workers to the possibility of explosion which may catch alight if coming in contact with a source of ignition

Recommendations for improvements

- ▶ Considering risk control measures as per the hierarchy of control. The following recommendations for improvement have been made:
 - ▶ If not required for use, do not store Acetone on site.
 - ▶ Avoid storing excess quantities of Acetone on site
 - ▶ Store Acetone in a dedicated hazardous chemical storage container, in the appropriate conditions (e.g. a location that receives a lot of shade)
 - ▶ Implement the use of inventory lists for all storage containers. Display lists on the door of the storage container and updated the lists when any products/materials added to the containers. This is to ensure a record of what is in the container. Review the inventory list on a weekly basis to ensure it accurately reflects what is being stored. This ensure no hazardous chemicals are accidentally placed into the container and forgotten about.