

SCU Hazardous Chemicals – Field Guide

This quick-reference guide outlines essential controls for the safe management of hazardous chemicals at Southern Cross University. It applies to all staff, students, contractors, and visitors handling, storing, transporting, or disposing of hazardous chemicals.

Before Use

- Check the Chemical Register (ChemWatch) and Safety Data Sheet (SDS).
- Ensure risk assessment and safe work procedures are completed and authorised.
- Confirm labelling and containers are intact and compliant with WHS requirements.
- Verify training and competency before handling hazardous chemicals.

During Use

- Wear the required PPE (gloves, eyewear, lab coat, respirator if specified).
- Work in fume hoods or ventilated areas when using volatile, toxic, or corrosive substances.
- Do not eat, drink, or store food in areas where hazardous chemicals are used.
- Minimise quantities used and never decant into unlabelled containers.

Storage

- Segregate incompatible classes (e.g., flammables away from oxidisers).
- Keep storage areas labelled, ventilated, and locked where required.
- Maintain manifests and placards for dangerous goods where threshold quantities apply.

Emergency & Spills

- Know the location of emergency equipment (eyewash, showers, spill kits, fire extinguishers).
- Report all spills, leaks, or exposures immediately.
- Follow the Emergency Plan and notify Security/WHS staff for major incidents.

Health Monitoring & Records

- Participate in health monitoring if required for substances such as lead, isocyanates, or asbestos.
- All exposure, monitoring, and health records must be retained and accessible as required by law.

Disposal

- Dispose of chemical waste via SCU-approved collection systems.
- Never pour hazardous chemicals into sinks, drains, or general waste.
- Label all waste containers clearly with contents and hazards.

⚠ Always check the SDS, follow the risk assessment, and seek WHS advice before using hazardous chemicals.