

<b>Title</b>	<b>Demonstrate knowledge of the safe management and potential adverse effects of hazardous substances in the workplace</b>		
<b>Level</b>	<b>4</b>	<b>Credits</b>	<b>6</b>

<b>Purpose</b>	<p>This unit standard is for people who work with hazardous substances. It may be useful for line managers.</p> <p>People credited with this unit standard are able to:</p> <ul style="list-style-type: none"> <li>– demonstrate knowledge of classifying hazardous substances;</li> <li>– demonstrate knowledge of the potential adverse effects of hazardous substances on the body and environment, types of exposure monitoring, and treatment options;</li> <li>– demonstrate knowledge of safe storage, tracking requirements, handling, and disposal of hazardous substances; and</li> <li>– describe response to uncontrolled release of hazardous substances.</li> </ul>
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<b>Classification</b>	Occupational Health and Safety > Hazardous Substances and Materials
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<b>Available grade</b>	Achieved
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## Guidance Information

- 1 Legislation
 

Hazardous Substances and New Organisms Act 1996;  
 Hazardous Substances (Classification) Notice 2017;  
 Hazardous Substances (Disposal) Notice 2017;  
 Hazardous Substances (Hazardous Property Controls) Notice 2017;  
 Health and Safety at Work Act 2015;  
 Health and Safety at Work (General Risk and Workplace Management) Regulations 2016;  
 Health and Safety at Work (Hazardous Substances) Regulations 2017;  
 and any subsequent amendments and replacements.
- 2 Definitions
 

*Hazardous substance* – is as defined in the Hazardous Substances and New Organisms Act 1996.  
*Organisational requirements* – instructions to workers on policies, procedures, and methodologies which are documented and are available in the workplace. They must be consistent with all applicable regulatory requirements and manufacturer specifications.

*SDS* – safety data sheet or sheets and may include a condensed version, such as a product safety card.

*Inventory* – a list of all the hazardous substances used, handled, manufactured or stored at your workplace, including hazardous waste.

### 3 Recommended references

WorkSafe Quick Guide – Information, training and instruction for workers handling hazardous substances

WorkSafe Quick Guide – Labelling, decanting and repackaging hazardous substances in the workplace

WorkSafe Quick Guide – Safety data sheets in the workplace

WorkSafe Quick Guide – Storing class 6 & 8 substances

Your Practical Guide – Working Safely with Hazardous Substances, Wellington:

WorkSafe New Zealand (2017), known as (part of) The Hazardous Substances Toolbox. <https://www.hazardoussubstances.govt.nz/guide>.

### 4 Range

Assessment of this unit standard must include the classifications of at least three different hazardous substances.

### 5 Recommended skills and knowledge: Unit 31293, *Demonstrate safe handling, storage, and disposal of hazardous substances in the workplace*; Unit 497, *Demonstrate knowledge of workplace health and safety requirements*.

## Outcomes and performance criteria

### Outcome 1

Demonstrate knowledge of classifying hazardous substances.

#### Performance criteria

1.1 Explain hazardous substance classifications.

Range intrinsic property (class), type of hazard (subclass), degree of hazard.

1.2 Interpret product specific information relating to hazardous substances.

Range SDS; one other source of information which may include but is not limited to – label, product safety card, segregation chart, signage.

### Outcome 2

Demonstrate knowledge of the potential adverse effects of hazardous substances on the body and environment, types of exposure monitoring, and treatment options.

#### Performance criteria

2.1 Describe hazardous substance routes of entry into the body and resultant potential adverse effects.

- 2.2 Explain hazardous substance health effects on the body.
- Range acute, chronic.
- 2.3 Describe the types of exposure monitoring options in relation to potential adverse effects of hazardous substances.
- Range may include but is not limited to – particulate monitoring, surface scraping, air flows, detection equipment, dosimeters, health checks by occupational hygienist, occupational health nurse, workplace exposure standards (WES), cyclone pumps, Body Exposure Indices (BEI).
- 2.4 Describe treatment options for the adverse health effects of hazardous substances.
- 2.5 Describe hazardous substance pathways into the environment and resultant adverse effects.
- Range may include but is not limited to – atmosphere, land, water, terrestrial vertebrates, terrestrial invertebrates.

### Outcome 3

Demonstrate knowledge of safe storage, tracking requirements, handling, and disposal of hazardous substances.

#### Performance criteria

- 3.1 Describe the importance of preparing and maintaining a hazardous substances inventory.
- 3.2 Explain tracking requirements for the possession, transfer, storage, and disposal of tracked substances.
- 3.3 Explain safe handling of hazardous substances in terms of controls on substances, and the hierarchy of control measures, and in accordance with organisational requirements.
- 3.4 Explain hazardous substance controls for a site.
- Range three controls which may include but not limited to – segregation, separation, secondary containment, signage, site limits, building design, cabinets, site plan, location compliance certificate, stationary containers certificate, security, fire protection, tracking requirements.
- 3.5 Describe the effects of varying volumes/quantities on the controls.
- 3.6 Explain methods and controls for the safe disposal of hazardous substances and the management of waste.

**Outcome 4**

Describe response to uncontrolled release of hazardous substances.

**Performance criteria**

- 4.1 Describe response and reporting requirements in relation to uncontrolled release of hazardous substances.

<b>Replacement information</b>	This unit standard replaced unit standard 20733.
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<b>Planned review date</b>	31 December 2023
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**Status information and last date for assessment for superseded versions**

Process	Version	Date	Last Date for Assessment
Registration	1	26 July 2018	N/A

<b>Consent and Moderation Requirements (CMR) reference</b>	0121
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

**Comments on this unit standard**

Please contact The Skills Organisation [reviewcomments@skills.org.nz](mailto:reviewcomments@skills.org.nz) if you wish to suggest changes to the content of this unit standard.