

RapidClean

National Supply Solutions

NATIONAL STRENGTH - LOCAL SERVICE



CHEMICAL SAFETY & HANDLING PROCEDURES

1. LABELS

- Ensure that bottle & drums have the correct product in it and the correct label.
- Do not use unlabelled chemicals and replace any labels, which are damaged or illegible.

2. CORRECT USE OF CHEMICALS

- Always use chemicals as per the instructions on the label, product information sheets, wall charts and on the Safety Data Sheet.

3. READ THE SAFETY DATA SHEETS (SDS) BEFORE YOU USE ANY CHEMICALS

- Not all the information you need is on the label.
- It is your responsibility to always know where the chemical register is kept.

4. CHEMICALS – SAFE HANDLING

- Do not mix chemicals, (It's hazardous and can be counter productive).
- Do not "Top Up", (It's hazardous and can lead to cross contamination).
- Do not overdose and do not under dose.
- Always use a clean empty container.
- Once empty decanting containers should be cleaned and disinfected, allowed to air-dry ready for use next time.
- Do not bring your own chemicals into the work place without approval from management.

5. RETURN CHEMICALS AFTER USE

- When finished with chemicals, wipe down the bottles and store them away safely in their appropriate location.

6. ALWAYS WEAR APPROPRIATE PROTECTIVE CLOTHING (P.P.E.) PERSONAL PROTECTIVE EQUIPMENT

- i.e. Aprons, Gloves, Goggles or Glasses, Safety Footwear, Masks etc (As per the SDS).
- P.P.E. that are reused must be cleaned and returned after use.

7. REPORT ALL SPILLS, ACCIDENTS & ILL EFFECTS

- Ensure Spill Kits are available and easily accessible. Remove spills as per SDS directions.
- If unable to contain spills safely activate your emergency procedure chemical policy.

8. FIRST AID KIT

- First Aid Kits should be easily accessible and contain an eye washer.

9. NEVER STACK CHEMICALS MORE THAN 3 DRUMS HIGH

- Stacking Chemical drums and boxes more than 3 high is unsafe and may fall causing damage or injury.

10. IF IN DOUBT THROW IT OUT

- If you are not sure of a product, label, etc. Do not use it, notify your supervisor so it can be disposed of properly. Refer to the SDS.

11. OBSERVE SAFE OPERATION OF DISPENSING EQUIPMENT

- Ensure all staff knows how to operate chemical-dispensing systems safely. Do not dispense chemicals above your eyes

12. USE OF CONTAINERS

- Seal containers when not in use.
- Do not open damaged containers, return them or seek advice from your supplier.

13. HYGIENE

- Always wash your hands after using chemicals, (even if gloves were worn).

14. VENTILATION

- Ensure there is adequate ventilation in the storeroom and when using the chemicals.

15. SAFETY

- If in doubt as to the correct use of the chemical - DO NOT USE

16. SMOKING

- Do not smoke anywhere near the chemicals or whilst you are using the chemicals.

17. FOOD SAFETY

- Do not use any chemicals near food unless they are approved to do so.

18. CORRECT CHEMICAL, CORRECT JOB

- Always use the right chemicals for the right job as per manufactures instructions

19. PERSONAL PROTECTIVE EQUIPMENT

- Must also be worn when handling Chemicals to pack, unpack, storing, using and disposing of chemicals.

20. MOST IMPORTANTLY USE COMMONSENSE

- We must all take every precaution when using chemicals to ensure that individual, other workers and the public safety is optimised.

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