



# CRA BULLETIN

Issue 103 – 23 July 2018

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

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## HAZARDOUS SUBSTANCE INVENTORY

This is just another reminder regarding the Health and Safety at Work (Hazardous Substances) Regulations 2017 that was introduced on 1 December 2017.

You are now required to keep an inventory of all hazardous substances used, handled or stored at the workplace regardless of amounts, including hazardous waste.

When the Compliance Certifier visits your site to renew your Location Compliance Certificate, they will want to view your inventory. If you do not have this inventory, then the Compliance Certifier may not issue you with your Location Compliance Certificate.

If a WorkSafe Inspector visits your site and you don't have an inventory he may issue you with an instant fine or a compliance order.

Below is an Inventory template that you can use if needed.



## HSNO HAZARDOUS SUBSTANCE INVENTORY FORM

**Company name:** \_\_\_\_\_

**Date completed:** \_\_\_\_\_

Hazardous substance or product name	Solid liquid or gas	Current SDS available yes/no	Container size eg. 10L	Hazardous substances classification code eg. 3.1B	Maximum quantity held on site	Location eg. Flammable goods cabinet	Specific storage and segregation requirements eg. Store away from sources of heat and ignition or store in approved flammable liquid storage area