

**HS605**

**Risk Management Checklist for  
Storage of DGs:  
Category: General**



**UNSW**  
AUSTRALIA

Checklist completed by: \_\_\_\_\_

<b>Building Name</b> :	
<b>School/Work Unit</b> :	
<b>Room Number</b> :	
<b>Contact Person</b> :	
<b>Date</b> :	

<b>Standard Controls</b>	<b>Yes</b>	<b>No</b>	<b>Risk</b>	<b>Recommended Action</b>
Dangerous Goods (DGs) are kept in such that: they cannot get wet?				
They are away from sunlight?				
Lighting in all dangerous goods storage areas is sufficient to be able to read all labels and information?				
Any DGs that require stabilisers have such stabilisers maintained? e.g.: Picric acid is kept wet, peroxide formers have their peroxides removed etc.				
Temperature conditions are met (e.g. goods that require cold storage)?				
If decanting flammable liquids: there are no ignition sources within 3 metres and no static electricity (earthing may be required)?				
If Gases are being stored: Pipework on reticulated gases is intact and has been inspected and tested as per..... (awaiting info. from Linde)				
The number of gas cylinders in a laboratory is kept to a minimum?				
For toxic and flammable gases, gas monitoring equipment is inspected and calibrated as per frequency recommended by manufacturer?				
Storage areas for dangerous goods have sufficient ventilation to prevent an unsafe atmosphere occurring; And to ensure for flammable substances that LEL's cannot be reached? <i>As a minimum mechanical ventilation is required in all areas that contain DG's in quantities above placard levels.</i>				
If natural ventilation is the only method required				

Standard Controls	Yes	No	Risk	Recommended Action
there are extraction vents on 2 opposite walls at both just above ground level and just below ceiling level? <i>Where mechanical ventilation is required but not yet in place, a Request for Works and Services (RWS) needs to be completed and interim controls (e.g. authorised access only, visual evidence of air movement etc.)</i>				
Dangerous goods are protected from impact (e.g. vehicles) by physical barrier?				
Bunding (secondary containment) is supplied for all containers greater than 5litres? If using an Australian standard approved DG cabinet, there is no storage in the bund (i.e. floor level)? <b>Bunds can accommodate 100% of volume of largest container plus 25% of total capacity of cabinet?</b>				
If a mixed chemical cupboard or storeroom is used, each class of chemical has been segregated? For small volumes, separate shelves and/or plastic trays should be used.				
If storage is of either flammable gases or flammable liquids, the extent of the Hazard Zone has been established? [ <i>Hazard Zones are defined in AS:60079 Electrical apparatus for explosive gas atmospheres: Part 10 Classification of hazardous areas</i> ]. There are no ignition sources in the hazard zone? Electrical apparatus in the hazard zone is intrinsically safe?				
The DG store is cleaned regularly (inspection and cleaning roster in place)? There is no liquid in the sump? There is an SWP written for the task of removing liquid from the sump?				
Remedial or contract work is not permitted in the DG storage area without authorisation and approval (incl. safe work method statement)?				
Personal hygiene notices are displayed in all dangerous goods stores? (e.g. no food; wash hands; seek first aid for any exposure etc.)				