

Schedule 4 B – Emergency Management (Hazardous Substance Regulations)

Under the HSNO (Emergency Management) Regulations there are **3 levels** of emergency management requirements for hazardous substances. The applicable response is dependant on the substance class and quantity of the substance being managed. Table 1 below relates to bulk fuels, including chainsaw fuel. The thresholds at which Signage and Fire Extinguisher requirements apply have been included for convenience.

Quantity (litres)	Hazardous Substance Class			
	Flammable		Toxic	Eco-Toxic
	Petrol (3.1A)	Diesel (3.1D)	6.1E 6.3B 6.7B	9.1B
0.1			Level 1	Level 1
0.5				
1	Level 1,2		Level 2	
5		Level 1,2		Level 2
50	Fire Extinguisher Signage			
200	Fire Extinguishers(2)			
500		Fire Extinguisher		
1000	Level 3	Secondary Containment (Transportable Containers)		Level 3 & Signage
10000		Level 3 & Signage	Level 3	

Table 1: The Hazardous Substance quantity thresholds for determining the appropriate level of response under the HSNO Emergency Management Regulations 2001.

Emergency Response Plan Requirements

Level 1

For Flammable substances (Class 3):

The following information must be provided with the substance concerned and must be available to a person handling the substance concerned within **10 seconds**. The information must meet standards of comprehensibility, clarity, and durability (as defined in the regulations)

- a description of the material and equipment needed to put out a fire involving the substance

For Toxic substances (Class 6 - any quantity):

- a description of the usual symptoms of exposure to it; and
- a description of the first aid to be given to a person exposed to it; and
- a 24-hour emergency service telephone number.

For Eco-toxic substances (Class 9 - any quantity):

- a description of the parts of the environment likely to be immediately affected by it;
- a description of its typical effects on those parts of the environment; and
- a statement of any immediate actions that may be taken to prevent the substance from entering, or affecting, those parts of the environment.

Level 2

All of the requirements of Level 1, plus the supplier (in the instance of initial supply) or otherwise the **person in charge of a place of work** with the class and quantities of hazardous substances (refer Table 1) must provide a description of:

- the preparations that should be made for an emergency involving the substances.
- of any special training or equipment needed to deal with an emergency involving the substances.
- the action to be taken to reduce or eliminate the dangers arising from an emergency involving the substances.
- the action to be taken, including the use of any protective equipment or agents (such as neutralisers and absorbents), to re-establish the controls established when the substances were approved.
- the steps to be taken to control a fire involving the substance, including the types of extinguisher to be used

The information required by must be available to a person handling the substance concerned within **5 minutes**.

Fire Extinguishers (Level 2)

- 2.7kg Dry Powder OR 9 litre High pressure Foam located no more than 30 metres from the substance

Spill Kits (Level 2)

- Appropriate spill kits must be available when transporting or storing agrichemicals in excess of level 2 thresholds.

Level 3

All of the requirements of Level 1 & 2, plus the **person in charge of a place of work** with the class and quantities of hazardous substances (refer Table 1) must ensure that the requirements are complied with and must have:

- A **Single Emergency Response Plan** relating to all the hazardous substances held or reasonably likely to be held. The plan must describe all of the reasonably likely emergencies that may arise from the breach or failure of the controls on hazardous substances of the hazard classifications concerned.

The emergency response plan must, for each reasonably likely emergency, describe the actions to be taken to:

- warn people at the place, and in surrounding areas that may be adversely affected by the emergency, that an emergency has occurred; and
- advise those people about actions they should take to protect themselves; and
- help or treat any person injured in the emergency; and
- manage the emergency so that its adverse effects are first restricted to the area initially affected, then as soon as practicable reduced in severity, then if reasonably possible eliminated; and
- if any of the substances concerned remain, re-establish the controls imposed on it when it was approved.

The plan must identify every person with responsibility for undertaking any of the actions described in section above and give information on:

- how to contact the person; and
- any skills the person is required to have; and
- any actions that person is expected to take; and

- how to obtain information about the hazardous properties of and means of controlling the substance or substances that may be involved; and
- actions to be taken to contact any emergency service provider; and
- the purpose and location of each item of equipment or material to be used to manage the emergency; and
- how to decide which actions to take; and
- the sequence in which actions should be taken.

All equipment and materials described in an emergency response plan, and all responsible people described in an emergency response plan who are on duty, must:

- be present at the location concerned; or
- be available to reach the location of the substance within the times specified in the plan; or
- in the case of a trained person, be available to provide the advice or information specified in the plan within a time specified in the plan

Refer to Appendix K of NZS8409-2004 (Agrichemicals) for a template for an Emergency Response Plan. .

The information in an emergency response plan must meet the standards of presentation and:

- must be tested at least every 12 months; and
- the test must demonstrate that every procedure or action in the plan is workable and effective

If there is a change to the persons, procedures, or actions specified in an emergency response plan, the plan must be tested within 3 months of the change; and the test must demonstrate that:

- the changed persons can perform their functions under the plan; and
- each changed procedure or action is workable and effective.

The carrying out and results of every test must be documented and the documentation must be retained at least 2 years.

Ernslaw operations staff must ensure contractors are aware of and comply with these obligations when operating within our forests.

