

OP22 – Storage and Handling of Chemicals

What is this?

The purpose of this document is to outline the operational requirements for the storage and handling of chemicals in relation to the environment.

What does the responsible manager need to do?

The responsible manager must ensure that:

- All employees receive relevant information and training with regard to the potential environmental impacts of chemicals and the correct handling and storage practices that need to be adhered to
 - All persons handling chemicals are provided with relevant personal protective equipment
 - Suitable and practical facilities are provided to ensure that all chemicals are correctly stored and banded in an area situated at least 30 metres from any body of water
 - All storage areas have suitable access and egress
 - Emergency spill kits are provided at each chemical storage location, including (if applicable) drain covers so as to avoid any direct pollution of drains or sewers
 - All employees are aware of the appropriate emergency procedures relating to the chemicals in use, and a copy of the spillage procedure (along with any specific emergency procedures required for individual chemicals) is displayed at each area where chemicals are stored or used
 - All incidents involving the handling and storing of chemicals are recorded using the correct forms
 - All appropriate information regarding the chemicals used on site is contained in the COSHH file.
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What does the employee need to do?

Employees must ensure that:

- All delivery drivers report to the weighbridge and are directed to the correct tank or unloading area
- All activities involving chemicals are undertaken in a responsible manner, so as to prevent unnecessary impact to the environment
- They use all appropriate equipment provided
- They report any defective equipment to the responsible manager immediately
- They wear all appropriate personal protective equipment issued and report any losses or defects immediately
- Any delivery of chemicals is recorded and reported to site management.



Associated documentation

EMS Section

- Operational Control

Environmental Procedure

- EP10 – Emergency Preparedness and Control

Emergency Procedures

- EmP03 – Spillage of Potential Pollutants
- EmP03x – Specific Spillage Procedures (as required, for each chemical)

Forms

- EF03 – Internal Communication
- EF15 – Incident Investigation

