

PROCEDURES FOR HAZARDOUS SUBSTANCES DISPOSAL AND ACCIDENTAL RELEASE

Section	Occupational Health and Safety
Contact	Director, Occupational Health, Safety and Wellbeing
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Approval	Director – Occupational Health, Safety and Wellbeing

Purpose:

This procedure provides guidance on how to protect the environment, in particular stormwater and natural waterways from chemical pollutants through deliberate release, accidental spillage or organized chemical waste disposal. Both the protection of the environment, and the health and safety of people and communities are regarded as being of the utmost importance by Massey University.

Procedures:

The Hazardous Substances (Disposal) Notice 2017 prescribes requirements for the disposal of hazardous substances. This Notice uses the hazard classification system set out in the Hazardous Substances (Hazard Classification) Notice 2020. At Massey University, all users of Hazardous Substances shall dispose of surplus substances in accordance with:

- The Hazardous Substances (Disposal) Notice 2017,
- The Environmental Protection Agency (EPA) Consolidated EPA Notice (effective as at 30 April 2021)
- Any instruction given in this Procedure or by the Act Regulations or Authority.

These disposal requirements shall apply to any hazardous substance, either whole or in part, and includes any container that once held a hazardous substance or had direct contact with a hazardous substance. (A container as defined in the Hazardous Substances (Packaging) Notice 2017)

Any requirement for disposal of hazardous substances off site shall be via a University approved hazardous substance disposal company and is a School/Departmental cost. Disposal considerations and funding shall be considered and agreed prior to the purchase of any hazardous substance.

All users wishing to dispose of a container that once held a hazardous substance which is now empty, except for minor residue of that hazardous substance (liquid or solid only), shall dispose of that container by using the Massey University Empty Hazardous Substance Container Treatment & Disposal Procedure.

All users of a hazardous substance shall have in place an adequate Emergency Response Plan that outlines appropriate emergency equipment and procedures to prevent the escape of any hazardous substances into the environment including natural waterways, stormwater drains and any uncontrolled or unauthorised release into a trade waste system. Any release must at all times meet the requirements of section 15 of the Resource Management Act, including any requirements of associated resource consents. The plan must also consider measures to prevent any potential harm to individuals and must be approved by Massey University Occupational Health and Safety.

All hazardous substances shall be stored appropriately based on volume:

Minor storage

Where directed by the Regulations (or appropriate NZ, AS/NZS or AS or BS Standard) or where there is a risk of accidental release to the environment e.g., transportation, all hazardous substances shall be stored or handled with secondary containment measures in place.

Bulk storage

Bulk storage of substances shall be inside a storage facility and if the store triggers the requirements for a Location Compliance Certificate, then this must be current as per the Health and Safety at Work (Hazardous Substances) Regulations 2017.

Systems shall also be in place for any storage facility to have a 'bund' integrity test not less than 10-yearly, or the storage facility must be inspected by an appropriately qualified and experienced engineer stating the integrity of the bund (secondary containment) is sound.

Definitions:

Authority – Means the Environmental Protection Authority (EPA)

Bulk storage – means a quantity/volume of a hazardous substance that would normally trigger the requirement for a Location Compliance Certificate as stated in the Regulations.

Hazardous Substance - means, unless expressly provided otherwise by regulations, is any substance - with one or more of the following intrinsic properties:

- a) Explosiveness
- b) Flammability
- c) A capacity to oxidise
- d) Corrosiveness
- e) Toxicity (including chronic toxicity)
- f) Ecotoxicity, with or without bioaccumulation; or which on contact with air or water (other than air or water where the temperature or pressure has been artificially increased or decreased) generates a substance with any one or more of the properties specified above

Please note, guidance on what constitutes a Hazardous Substances for each hazardous property can be obtained from the Environmental Protection Authority. There is a level below which a substance is not considered hazardous in New Zealand.

Minor storage – The storage of a hazardous substances in amounts or volumes that do not trigger regulatory requirement for a Location Compliance Certificate

Natural waterways – means any naturally occurring water body, including streams, rivers, lakes, estuaries, and the ocean.

Regulations – means the Health and Safety at Work (Hazardous Substances) Regulations 2017.

Substance – means:

- a) Any element, defined mixture of elements, compounds, or defined mixture of compounds, either naturally occurring or produced synthetically, or any mixtures thereof.
- b) Any isotope, allotrope, isomer, congener, radical, or ion of an element or compound which has been declared by the Authority, by notice in the Gazette, to be a different substance from that element or compound.
- c) Any mixtures or combinations of any of the above.
- d) Any manufactured article containing, incorporating, or including any Hazardous Substance with explosive properties.

Audience:

Managers, and all staff, undergraduate and post-graduate students.

Relevant legislation:

Health and Safety at Work (Hazardous Substances) Regulations 2017
Hazardous Substances (Disposal) Notice 2017
Hazardous Substances and New Organisms Act 1996
Health and Safety at Work Act 2015
Health and Safety at Work (General Risk and Workplace Management) Regulations 2016
Resource Management Act 1991

Related Procedures:

New Organisms and Restricted Biological Products Procedure
Genetic Modified Organisms Procedure
Guidance on what constitutes a Hazardous Substances for each hazardous property can be obtained from the Environmental Protection Authority.

Document Management Control:

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