

## **Hazardous Substances Policy**

Roxby Hydraulics is committed to ensuring the health and safety of its employees, the community and the environment by controlling the purchase, storage, use and disposal of dangerous goods and hazardous substances.

No employee will use a dangerous good or hazardous substance before receiving instruction on the risks associated with its use and the precautions necessary to minimise them. New substances will not be permitted to be brought onto Roxby Hydraulics premises without prior approval in accordance with the established procedure. The use of dangerous goods or hazardous substances will be subjected to continuous review, with the aim of eliminating their use or their substitution by less dangerous or hazardous substances.

## **Company Responsibilities**

- To ensure employees are aware of the dangers of hazardous substances and the precautions to be observed in their handling and storage as well as assess the risks and create safe procedures for use
- To post adequate and proper signage, as required, and ensure staff understand and observe such signage
- To monitor the storage and use of such substances to minimise risks to health and safety
- To establish and maintain a suitable Hazardous Substances Register
- To obtain and maintain Safety Data Sheets (SDS's) for all substances and make such information available to any employee
- To provide training to all employees using or handling dangerous goods or hazardous substances
- To supply and maintain in good and clean condition any personal protective clothing and equipment as may be appropriate or necessary to protect employees
- To provide adequate first aid facilities appropriate for the nature of the hazard

Chris O'Hara, Director - Operations

John Stephens, Director - Sales

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