

Date:

Project/Site Name

PCBU1 (i.e. Main contractor)



Hazardous Substance Register/Inventory

You are required to have a completed inventory for products/substances you bring on site. These can include paints, surface coatings, glues, resins, solvents, fuels, lubricants, expanders, adhesives, bonding agents and cleaning products. Use the Risk Assessment Matrix and Hierarchy of Controls to help you complete this register.

Product, Substance or Material Name and UN Number (located on SDS)	Maximum Quantity Onsite <i>Volume of substance or mass</i>	Storage Location of Substance <i>Area and storage type</i>	Product Storage and Segregation Requirements <i>Area and special conditions needed</i>	Location of Safety Data Sheet (SDS) <i>Area/place stored</i>	Waste Type and Identifier <i>Explain waste type</i>	Maximum Quantity of Waste Onsite <i>Amount held before removal</i>	Location of Waste <i>Area and storage type</i>	Waste Storage and Segregation Requirements <i>Storage and disposal conditions</i>
	Solid, Liquid or Gas	Hazard Type		Potential Harm <i>Effects of exposure or incident</i>	Initial Risk Assessment <i>What is the risk level without controls?</i>	Control Measures <i>Other than PPE use, how can the risk be reduced?</i>	Personal Protective Equipment Required <i>List in detail</i>	Residual Risk Assessment <i>What is the risk level after controls are in place?</i>
	Solid	Explosive	Health effects		Critical			Critical
	Liquid	Flammable	Corrosive		High			High
	Gas	Oxidiser	Eco-toxic		Moderate			Moderate
		Other: _____			Low			Low
					Very Low			Very Low

Product, Substance or Material Name and UN Number (located on SDS)	Maximum Quantity Onsite <i>Volume of substance or mass</i>	Storage Location of Substance <i>Area and storage type</i>	Product Storage and Segregation Requirements <i>Area and special conditions needed</i>	Location of Safety Data Sheet (SDS) <i>Area/place stored</i>	Waste Type and Identifier <i>Explain waste type</i>	Maximum Quantity of Waste Onsite <i>Amount held before removal</i>	Location of Waste <i>Area and storage type</i>	Waste Storage and Segregation Requirements <i>Storage and disposal conditions</i>
	Solid, Liquid or Gas	Hazard Type		Potential Harm <i>Effects of exposure or incident</i>	Initial Risk Assessment <i>What is the risk level without controls?</i>	Control Measures <i>Other than PPE use, how can the risk be reduced?</i>	Personal Protective Equipment Required <i>List in detail</i>	Residual Risk Assessment <i>What is the risk level after controls are in place?</i>
	Solid	Explosive	Toxic		Critical			Critical
	Liquid	Flammable	Corrosive		High			High
	Gas	Oxidiser	Eco-toxic		Moderate			Moderate
		Other: _____			Low			Low
					Very Low			Very Low

Product, Substance or Material Name and UN Number (located on SDS)	Maximum Quantity Onsite <i>Volume of substance or mass</i>	Storage Location of Substance <i>Area and storage type</i>	Product Storage and Segregation Requirements <i>Area and special conditions needed</i>	Location of Safety Data Sheet (SDS) <i>Area/place stored</i>	Waste Type and Identifier <i>Explain waste type</i>	Maximum Quantity of Waste Onsite <i>Amount held before removal</i>	Location of Waste <i>Area and storage type</i>	Waste Storage and Segregation Requirements <i>Storage and disposal conditions</i>
	Solid, Liquid or Gas	Hazard Type		Potential Harm <i>Effects of exposure or incident</i>	Initial Risk Assessment <i>What is the risk level without controls?</i>	Control Measures <i>Other than PPE use, how can the risk be reduced?</i>	Personal Protective Equipment Required <i>List in detail</i>	Residual Risk Assessment <i>What is the risk level after controls are in place?</i>
	Solid	Explosive	Toxic		Critical			Critical
	Liquid	Flammable	Corrosive		High			High
	Gas	Oxidiser	Eco-toxic		Moderate			Moderate
		Other: _____			Low			Low
					Very Low			Very Low

Product, Substance or Material Name and UN Number (located on SDS)	Maximum Quantity Onsite <i>Volume of substance or mass</i>	Storage Location of Substance <i>Area and storage type</i>	Product Storage and Segregation Requirements <i>Area and special conditions needed</i>	Location of Safety Data Sheet (SDS) <i>Area/place stored</i>	Waste Type and Identifier <i>Explain waste type</i>	Maximum Quantity of Waste Onsite <i>Amount held before removal</i>	Location of Waste <i>Area and storage type</i>	Waste Storage and Segregation Requirements <i>Storage and disposal conditions</i>
	Solid, Liquid or Gas	Hazard Type		Potential Harm <i>Effects of exposure or incident</i>	Initial Risk Assessment <i>What is the risk level without controls?</i>	Control Measures <i>Other than PPE use, how can the risk be reduced?</i>	Personal Protective Equipment Required <i>List in detail</i>	Residual Risk Assessment <i>What is the risk level after controls are in place?</i>
	Solid	Explosive	Toxic		Critical			Critical
	Liquid	Flammable	Corrosive		High			High
	Gas	Oxidiser	Eco-toxic		Moderate			Moderate
		Other: _____			Low			Low
					Very Low			Very Low

Risk Assessment Matrix		Consider the likelihood of a hazardous event occurring				
		Very unlikely to happen	Unlikely to happen	Possibly could happen	Likely to happen	Very likely to happen
Consider the severity of injury/illness	Catastrophic (e.g fatal)	Moderate	Moderate	High	Critical	Critical
	Major (e.g Permanent Disability)	Low	Moderate	Moderate	High	Critical
	Moderate (e.g Hospitalisation/Short or Long Term Disability)	Low	Moderate	Moderate	Moderate	High
	Minor (e.g First Aid)	Very Low	Low	Moderate	Moderate	Moderate
	Superficial (e.g No Treatment Required)	Very Low	Very Low	Low	Low	Moderate

Most effective ↓ Least effective	ELIMINATE:	
	1	Eliminate the hazard remove it completely from your workplace If this isn't reasonably practicable, then...
	MINIMISE:	
	2	Substitute the hazard (wholly or partly) with a safer alternative Isolate the hazard using physical barriers, time or distance Use engineering controls adapt tools or equipment to reduce the risk Minimise the risk, so far as reasonably practicable, by taking 1 or more of these actions that is the most appropriate
	3	Use administrative controls develop methods of work, processes and procedures If a risk then remains, you must minimise the remaining risk, so far as reasonably practicable
4	Use personal protective equipment (PPE) this is the last option after you have considered all the other options for your workplace If a risk then remains, you must minimise the remaining risk by using PPE	