

Date:

Project/Site Name

PCBU1 (i.e. Main contractor)



Hazardous Products & Substances Register/Inventory

You are required to have a completed register/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 |

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| | Solid | Explosive | Toxic | | Critical | | | Critical |
| | Liquid | Flammable | Corrosive | | High | | | High |
| | Gas | Oxidiser | Eco-toxic | | Moderate | | | Moderate |
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| 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 |

| | | |
|--|--|--|
| <p>Most effective</p>  <p>Least effective</p> | ELIMINATE: | |
| | 1 Eliminate the hazard | remove it completely from your workplace |
| | If this isn't reasonably practicable, then... | |
| | MINIMISE: | |
| | Substitute the hazard (wholly or partly) with a safer alternative | |
| 2 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 | |