



4.1	USP	USP	2019	2019	full review
Procedure Statement					
Purpose	The purpose of this procedure is to ensure that all documents are controlled and maintained in a secure and accessible manner.				
Scope	This procedure applies to all documents generated, received, or used by the University of the South Pacific.				
Are Local Documents on this subject permitted?	No				Yes
Procedure Processes and Actions					

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## 1. Purchasing

Proprietary  
Confidential  
Internal

(e.g. a highly toxic substance is not purchased because a hazardous weighing chamber in the proposed area of use is not available or ventilation is not adequate etc).

- ▶ The SciQuest ERM hazardous chemicals inventory management system has an in-built requisition phase which flags highly hazardous chemicals prior to purchase. Such chemicals cannot be purchased until EHS (Environment, Health and Safety) clearance is provided by the local HS officer. Those business units not using SciQuest to requisition chemicals should use the



### 3. Safety Data Sheets (SDSs)

SDS information is available for all chemicals used in the laboratory. SDSs are available in the laboratory safety cabinet and on the laboratory website. SDSs are also available in the laboratory safety cabinet and on the laboratory website.

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## 7. Risk Control Measures – Selecting and Implementing

1. Identify the risks  
2. Assess the risks  
3. Develop risk control measures

4. Implement the risk control measures  
5. Monitor and review the risk control measures  
6. Report on the risk control measures

7. Review the risk control measures  
8. Update the risk control measures  
9. Report on the risk control measures

10

11

12

10a

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19. Additional Requirements for Schedule 11 Chemicals

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1. Storage

1. Storage

2. Labelling

- f 50 mg (2)
- f 50 mg (2)
- f 1000 mg (2)
- f 1000 mg (2)

(2)

1000L

3. Labelling

3. Labelling

4. Labelling

5. Labelling

5. Labelling

6. Labelling

6. Labelling emergency

7. Labelling

7. Labelling

20. Additional Requirements for S8/9 Drugs and Pentobarbitone Sodium

S4D

1. Storage

1. Storage

1. Storage

1. Storage

2. Labelling

3. Labelling

3. Labelling

Accountabilities	
Responsible Officer	1. Storage
Contact Officer	2. Labelling
Supporting Information	
Legislative Compliance	<p>3. Labelling</p> <p><a href="#">Work Health and Safety Act 2011 (NSW)</a></p> <p><a href="#">Poisons and Therapeutic Goods Act 1966 (NSW)</a></p> <p><a href="#">Poisons Act 2008</a></p>



Parent Document (Policy)	<a href="#">[Image]</a>
Supporting Documents	<a href="#">[Image] 4</a> <a href="#">[Image] 5</a> <a href="#">[Image] 6</a> <a href="#">[Image] 7</a> <a href="#">[Image] 8</a> <a href="#">[Image] 9</a> <a href="#">[Image] 10</a> <a href="#">[Image] 11</a> <a href="#">[Image] 12</a> <a href="#">[Image] 13</a> <a href="#">[Image] 14</a> <a href="#">[Image] 15</a> <a href="#">[Image] 16</a> <a href="#">[Image] 17</a> <a href="#">[Image] 18</a> <a href="#">[Image] 19</a> <a href="#">[Image] 20</a> <a href="#">[Image] 21</a> <a href="#">[Image] 22</a> <a href="#">[Image] 23</a> <a href="#">[Image] 24</a> <a href="#">[Image] 25</a> <a href="#">[Image] 26</a> <a href="#">[Image] 27</a> <a href="#">[Image] 28</a> <a href="#">[Image] 29</a> <a href="#">[Image] 30</a> <a href="#">[Image] 31</a> <a href="#">[Image] 32</a> <a href="#">[Image] 33</a> <a href="#">[Image] 34</a> <a href="#">[Image] 35</a> <a href="#">[Image] 36</a> <a href="#">[Image] 37</a> <a href="#">[Image] 38</a> <a href="#">[Image] 39</a> <a href="#">[Image] 40</a> <a href="#">[Image] 41</a> <a href="#">[Image] 42</a> <a href="#">[Image] 43</a> <a href="#">[Image] 44</a> <a href="#">[Image] 45</a> <a href="#">[Image] 46</a> <a href="#">[Image] 47</a> <a href="#">[Image] 48</a> <a href="#">[Image] 49</a> <a href="#">[Image] 50</a> <a href="#">[Image] 51</a> <a href="#">[Image] 52</a> <a href="#">[Image] 53</a> <a href="#">[Image] 54</a> <a href="#">[Image] 55</a> <a href="#">[Image] 56</a> <a href="#">[Image] 57</a> <a href="#">[Image] 58</a> <a href="#">[Image] 59</a> <a href="#">[Image] 60</a> <a href="#">[Image] 61</a> <a href="#">[Image] 62</a> <a href="#">[Image] 63</a> <a href="#">[Image] 64</a> <a href="#">[Image] 65</a> <a href="#">[Image] 66</a> <a href="#">[Image] 67</a> <a href="#">[Image] 68</a> <a href="#">[Image] 69</a> <a href="#">[Image] 70</a> <a href="#">[Image] 71</a> <a href="#">[Image] 72</a> <a href="#">[Image] 73</a> <a href="#">[Image] 74</a> <a href="#">[Image] 75</a> <a href="#">[Image] 76</a> <a href="#">[Image] 77</a> <a href="#">[Image] 78</a> <a href="#">[Image] 79</a> <a href="#">[Image] 80</a> <a href="#">[Image] 81</a> <a href="#">[Image] 82</a> <a href="#">[Image] 83</a> <a href="#">[Image] 84</a> <a href="#">[Image] 85</a> <a href="#">[Image] 86</a> <a href="#">[Image] 87</a> <a href="#">[Image] 88</a> <a href="#">[Image] 89</a> <a href="#">[Image] 90</a> <a href="#">[Image] 91</a> <a href="#">[Image] 92</a> <a href="#">[Image] 93</a> <a href="#">[Image] 94</a> <a href="#">[Image] 95</a> <a href="#">[Image] 96</a> <a href="#">[Image] 97</a> <a href="#">[Image] 98</a> <a href="#">[Image] 99</a> <a href="#">[Image] 100</a>

Related Documents

Definitions and Acronyms

Globally Harmonised System (GHS)

Globally Harmonised System (GHS) is a system of standardizing chemical hazard information across different countries and regions. It was developed by the United Nations to ensure that chemical products are labeled and classified consistently worldwide. The system includes hazard pictograms, signal words, and hazard statements to communicate the risks of chemicals.

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Safety Data Sheet (SDS)

Safety Data Sheet (SDS) is a document that provides detailed information about the hazards, handling, and storage of a chemical product. It is a key component of chemical safety management and is required for many chemical products. The SDS typically includes information on physical and chemical properties, health and environmental hazards, first aid measures, fire and explosion protection, and disposal methods.

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20	DNR	1 007	1 007	10/10/07
21	DNR	8 008	8 008	10/10/08
22	DNR	1 010	1 010	10/10/10
23	DNR	1 010	1 010	10/10/10
24	DNR	16 010	16 010	10/10/10

4.0	<p>2016</p>	2016	2016	<p>Section 3.1 Purchasing: introduce the SciQuest ERM system for raising requisitions</p> <p>Section 3.2 Chemical register section updated to accommodate SciQuest ERM</p> <p>Section 3.13 Waste: introduce the new online waste request form being developed by FM</p>
4.1	<p>2019</p>	2019	2019	<p>2019</p>

# Appendix

## Schedule 7: Clause 1: Content of a Safety Data Sheet - General

- (1) ~~Section~~
- (a) ~~Section~~ *National Measurement Act 1960*