

A guide to the
Dangerous Goods Safety
Management
Act 2001

Produced by the Chemical Hazards and Emergency Management
(CHEM) Services– November 2001

FOREWORD

The new *Dangerous Goods Safety Management Act 2001* is a significant community safety initiative designed to protect people, property and the environment from hazardous materials.

It illustrates the commitment of the Queensland Government's Department of Emergency Services to providing all Queenslanders with the safest possible environment.

The new Act was developed by the Department of Emergency Services' Chemical Hazards and Emergency Management (CHEM) Services in consultation with stakeholders from industry, State Government departments, the Local Government Association of Queensland and community groups.

The Act covers the storage and handling of dangerous goods and combustible liquids as well as the operation of major hazard facilities.

It provides greater protection for people working at places where hazardous materials are present, as well as for nearby communities.

This groundbreaking, whole-of-Government legislation is a first for Queensland and it typifies the sort of innovations that the Government seeks to encourage.

It will replace existing regulations, reducing red tape for industry and clarifying ways in which industrial facilities should operate to ensure the safety of the community.

This guide was produced by the Department's CHEM Services to provide a quick reference to your obligations under the new Act.

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1.0 THE ACT - AN OVERVIEW

The overall objective of the *Dangerous Goods Safety Management Act 2001* is to protect people, property and the environment from harm caused by hazardous materials, in particular dangerous goods.

To achieve this, the Act creates broad safety obligations for all people involved with the storage, handling and manufacture of hazardous materials, together with specific obligations for:

- occupiers and employees at locations where hazardous materials are stored or handled;
- manufacturers, importers or suppliers of dangerous goods; and
- designers, manufacturers, importers, suppliers or installers of storage or handling systems for Major Hazard Facilities (MHFs) or Dangerous Goods Locations (DGLs) and Large Dangerous Goods Locations (Large DGLs).

The requirements of the DGSM legislation increase as the quantity of dangerous goods stored at any premises exceeds specified amounts. Premises are classified into one of four categories as the quantity of dangerous goods increases, namely:

small quantities	➔	minor storage workplaces ¹
medium quantities	➔	dangerous goods locations (DGLs)
large quantities	➔	large dangerous goods locations (Large DGLs)
very large quantities	➔	major hazard facilities (MHFs)

The threshold quantities for DGLs, Large DGLs and MHFs are detailed in Schedules 1 and 2 of the DGSM Regulation, which are in Appendices 1 and 2 of this Guide. For any given situation, the applicable threshold will depend on the classes, types and packing groups of the dangerous goods present.

The *Act* acknowledges international trends in the management of hazardous materials by standardising Queensland's legislative requirements for improved safety. This standardisation has economic advantages in the reduction of red tape and will benefit existing businesses in Queensland, as well as encouraging new development.

¹ In this guide, a minor storage workplace refers to 'a workplace that is not a major hazard facility or a dangerous goods location, where stated dangerous goods or combustible liquids are stored or handled'. Division 4 of Part 3 of the DGSM Regulation applies to such workplaces.

The day-to-day administration of the DGSM Act will be the responsibility of agencies other than DES. They are:

- Department of Industrial Relations (Division of Workplace Health and Safety) for dangerous goods classes 2, 3, 4, 5, 6.1, 8 and 9, and combustible liquids.
- Local Government for the licensing of flammable and combustible liquids storage.
- Department of Natural Resources and Mines (Petroleum and Gas branch) for class 2 dangerous goods

The CHEM Services will co-ordinate the regulation of MHFs.

Administrative arrangements covering the implementation of the Act and Regulation will be cemented in Memoranda of Understanding (MoUs) which will confirm the role of each agency and their commitment. Under these MoUs, the CHEM Services becomes the agency responsible for the coordination, ongoing training and support that is necessary to ensure the success of the legislation.

The following agencies will continue to administer existing legislation relating to specific classes of dangerous goods:

- Department of Natural Resources and Mines (Explosives Inspectorate) - *Explosives Act* - Class 1;
- Department of Natural Resources and Mines (Petroleum and Gas Inspectorate) - *Gas Act* - Class 2;
- Queensland Health – *Health Act* – Class 6.2; and
-*Radiation Health Act* - Class 7.

As implementation progresses, consultation between the Department of Emergency Services and the other relevant agencies will help ensure that the specialised legislation and the DGSM Act are both complementary and consistent. At the same time, the deemed compliance provisions in the DGSM Act will help to ensure that the relevant industries have, in the main, a single point of reference.

2.0 DEFINITIONS

2.1 *Acceptable level of risk*

An “acceptable level of risk” is considered to have been achieved when risk has been minimised as far as is reasonably practicable.

The likelihood of harm to people, property or the environment, and the severity of that possible harm, needs to be considered when deciding whether the risk is minimised as far as is reasonably practicable.

Where an acceptable level is not specified or it is not practicable to estimate the level of risk, the risk assessment should take into account good industry practice and compliance with recognised standards.

2.2 *Acronyms and Abbreviations*

To make this document easier to read, where possible the use of acronyms has been avoided. However it has been necessary to use a few acronyms and abbreviations to reduce the size of this document. The following glossary should help:

ADG Code	Australian Dangerous Goods Code
CHEM Services	Chemical Hazards and Emergency Management Services
DES	Department of Emergency Services
DGL	Dangerous Goods Location
DGSM Act	Dangerous Goods Safety Management (Act)
DWHS	Division of Workplace Health and Safety
F&C	Flammable and Combustible Liquids
HAZMAT	Hazardous Materials
MHF	Major Hazard Facility
MoU	Memorandum of Understanding
MSDS	Material Safety Data Sheets

2.3 *Dangerous Goods*

Dangerous goods are chemicals which have the potential to present an immediate threat to people, property or the environment if not properly controlled.

They are divided into nine classes, some of which are divided into sub-classes according to the nature of the hazard. For further information, consult the Australian Dangerous Goods Code.

For the purposes of the Act, the term ‘dangerous goods’ also includes ‘goods too dangerous to be transported’ under the ADG Code.

2.4 Dangerous Goods Location (DGLs) and Large DGLs

DGLs and Large DGLs are sites where medium to large quantities of dangerous goods are stored or handled.

A place is classified as a DGL if the stated dangerous goods (See Section 2.10) or combustible liquids at the location are in quantities more than the smaller set minimum quantities prescribed under the DGSM Regulation. (See Appendix 1).

These quantities are the same as the 'Placarding Quantities' in Schedule 1 of the National Occupational Health and Safety Commission's publication "Storage and Handling of Workplace Dangerous Goods" [NOHSC:1015 (2001)]

A place is classified as a Large DGL if the stated dangerous goods or combustible liquids at the location are in quantities more than the greater set of minimum quantities under the DGSM Regulation. (See Appendix 1)

These quantities are the same as the 'Manifest Quantities' in Schedule 1 of the National Occupational Health and Safety Commission's publication "Storage and Handling of Workplace Dangerous Goods" [NOHSC:1015 (2001)]

All requirements that apply to DGLs also apply to Large DGLs.

2.5 Flammable and Combustible Liquids

Flammable and combustible liquids are liquids that can burn and that meet the respective definitions under Australian Standard AS 1940: 'The storage and handling of flammable and combustible liquids'.

Whereas flammable liquids are dangerous goods of Class 3, combustible liquids have higher flashpoints and are more difficult to ignite than flammable liquids. They are not classified as dangerous goods under the ADG Code. Combustible liquids are categorised as C1 or C2, depending on flashpoint.

2.6 Fire Risk Dangerous Goods

Fire Risk Dangerous Goods means dangerous goods of Class 2.1, 3, 4 or 5 or Subsidiary Risk 2.1, 3, 4 or 5 which burn readily or support combustion.

2.7 Hazardous materials

A hazardous material is a material which, in sufficient quantities, has the potential to cause harm to people, property or the environment because of its chemical, physical or biological properties.

2.8 Major Hazard Facility (MHF)

MHFs are locations where hazardous materials are present in such quantities that an accident could affect the community beyond the boundary of the site.

A facility is classifiable as a MHF when the inventory of hazardous materials exceeds the quantities specified in the DGSM Regulation. (See Appendix 2). These quantities mirror the threshold quantities specified in the National Occupational Health and Safety Commission's National Standard for the Control of Major Hazard Facilities (NOHSC:1014 [1996]).

The complexity and size of MHFs can vary enormously, however they are more usually large complex facilities and their safe operation depends on formally documented and audited safety systems.

2.9 Minor Storage Workplace

A minor storage workplace is a term used in this Guide to refer to a workplace that is not a MHF or a DGL, but still one where stated dangerous goods (See Section 2.10) or combustible liquids are stored or handled.

Division 4 of Part 3 of the DGSM Regulation specifically refers to such workplaces.

2.10 Occupier

Occupier means an employer, or other person, who has overall management of the facility or work place.

2.11 Workplaces and Minor Storage Workplaces

A workplace is any place where work is, is to be, or is likely to be performed by a worker, self-employed person or employer. (See *Workplace Health and Safety Act 1995*.)

A place may be a "workplace" even though it does not have to be registered or notified as a workplace under the Workplace Health and Safety Regulation 1995.

2.12 Stated dangerous goods

Under the *DGSM Regulation*, 'stated dangerous goods' means dangerous goods of Classes 2, 3, 4, 5, 6.1, 8 and 9, and as set out in the ADG Code, goods too dangerous to be transported.

2.12 Stated combustible liquids

Under the DGSM Regulation, stated combustible liquids are

- C1 – combustible liquids; and
- C2 – combustible liquids if stored with fire risk dangerous goods.

3.0 ADMINISTRATIVE ARRANGEMENTS

The DGSM Act serves as a common Head of Power authorising the enforcement activities of:

- State Government agencies (such as the Division of Workplace Health and Safety) which will continue to regulate the storage and handling of dangerous goods under delegated authority;
- Local Governments - which will continue to licence the storage of Flammable and Combustible liquids under devolved authority*; and
- MHF audit teams drawn from the appropriate areas of Government to ensure that the MHF requirements of the Act are met.

** In practice, local governments will continue to enforce the application of AS1940, whereas authorised officers from the Division of Workplace Health and Safety will enforce 'generic' requirements – such as an occupier's obligation to maintain a safe place of work. Within this scenario, CHEM Services has a co-ordinating role and will provide training, technical advice and support to "front-line" enforcement agencies acting under delegated or devolved authority.*

For DGLs, participating agencies will be able to incorporate the administrative requirements of the new Act into their current practices.

The relevant requirements for MHFs will be phased in gradually to allow industry a period of grace in which to comply. Enforcement will involve a Whole-of-Government team approach.

The details of these administrative arrangements are set out in the Memoranda of Understanding which will serve as a basis for co-operation between the Department of Emergency Services and other involved agencies.

4.0 GENERAL SAFETY OBLIGATIONS

Everyone involved with the storage or handling of dangerous goods or with the associated storage and handling systems must take all reasonable precautions and care to achieve an acceptable level of risk.

4.1 *Occupiers*

An occupier must ensure the safety of employees by providing proper training and maintaining a safe place of work. Specific obligations as they apply to MHFs, DGLs and minor storage workplaces are to be found in individual sections of this Guide.

4.2 *Employees*

The Act also places obligations on the employees of all businesses engaged in the storage and/or handling of dangerous goods.

For example, all employees must comply with Safety Management System procedures and all instructions given for the safety of any people on site.

They are also responsible for reporting any matter which may lead to a major accident and take action to ensure that no one is exposed to an unacceptable level of risk

4.3 *Manufacturers, Importers and Suppliers of Dangerous Goods*

Manufacturers, importers and suppliers of dangerous goods are obliged to ensure that all such goods are safe for storage and handling.

Appropriate information regarding safe storage and handling must be provided with the dangerous goods, as well as Material Safety Data Sheets for each type of goods supplied.

A label complying with the Australian Dangerous Goods Code must be fixed to the container when supplying dangerous goods to a major hazard facility, dangerous goods location or minor storage workplace.

4.4 *Manufacturers, Importers and Suppliers of Storage and Handling Systems*

The Act requires designers, manufacturers, importers, suppliers and installers of equipment at MHFs and DGLs to ensure that any risk arising from the proper use of that equipment is at an acceptable level.

Appropriate information about the safe use of the equipment, including its maintenance, must be supplied to the occupier of the facility.

Under the Act, suppliers and installers of equipment must notify the occupier:

- if they become aware of any hazard or defect associated with the equipment which creates an unacceptable level of risk; and
- of any modifications or controls which have been developed to manage that risk.

5.0 MAJOR HAZARD FACILITIES (MHFs)

5.1 Safety Obligations

The occupier of a MHF must minimise the risk of damage to people, property and the environment by eliminating or minimising hazards, implementing measures to reduce the likelihood of a major accident and applying measures to limit the consequences should such an accident occur.

General obligations placed on MHF occupiers include:

- identifying risks and implementing measures to reduce those risks to an acceptable level;
- developing emergency plans with the assistance of employees;
- updating emergency plans and risk assessments when modifications occur;
- establishing appropriate education and training for employees;
- implementing a safety management system;
- consulting with and informing neighbours about the facility, and
- submitting a safety report showing how the facility will continue to operate safely.

5.2 Notification

The Regulation specifies prescribed quantities for specific dangerous goods and aggregations of smaller quantities of dangerous goods. If a facility holds more than the prescribed quantities, or an aggregation greater than one, the occupier is required to notify the Department of Emergency Services.

The occupier's obligation to notify applies to:

- an existing or possible MHF;
- a new possible MHF, and
- any upgrade of a facility which may make it a possible MHF.

The occupier must also notify the Department if there has been a major accident at the facility. However, this does not diminish the occupier's responsibilities under other Acts such as the *Workplace Health and Safety Act* and the *Environment Protection Authority Act*.

5.3 Systematic Risk Assessment

Occupiers must record, or be able to demonstrate, that they have complied with their obligations to identify hazards and minimise any risk arising from those hazards, ensuring that people at or near the facility are not exposed to an unacceptable level of risk.

In consultation with employees, a Systematic Risk Assessment must be completed to:

- identify hazards that may cause a major accident;
- assess the likelihood and impacts of a major accident; and
- assess the overall risk from the MHF to people, property and the environment.

The risk assessment must also refer to the management strategies which have been implemented to minimise and control the overall risk.

The risk assessment must be reviewed and updated before the implementation of any modification which significantly alters the risk. This process must include consultation with employees.

The Act also requires that occupiers assess the risk to their employees, other people, and themselves from dangerous goods at the facility, and put in place all work practices needed to comply with the legislation.

5.4 Emergency Plans and Procedures

Emergency plans and procedures must be established, maintained, documented, reviewed and updated at least every 5 years in consultation with employees, neighbours and the emergency services.

These plans must include strategies to:

- contain and control a major accident to minimise off-site impacts; and
- protect people, property and the environment in the event of a major accident.

5.5 Education and Training of Employees

The occupier is required to provide appropriate training to all staff at the facility so that they can carry out their roles and duties safely.

The training program must be prepared following consultation with employees and must:

- provide appropriate induction, information, supervision, education, and training to enable all people at the location to carry out their roles and duties safely;
- establish and maintain standards of competency;
- be reviewed and conducted as often as necessary to maintain that competency; and
- be undertaken before any modification is implemented which alters the risk associated with the facility.

Records of training programs, attendance and competency levels must be maintained.

5.6 Safety Management Systems

The occupier is required to develop, implement, maintain, review and update a documented, comprehensive, integrated system for managing safety at the facility.

The Safety Management System must contain, but is not limited to, details of:

- safety objectives;
- systems and procedures by which these objectives are to be achieved;
- performance standards which are to be met; and
- the means by which adherence to these standards is to be maintained.

5.7 Community Consultation and Communication

The occupier must identify the areas outside the facility where people, property or the environment could suffer harm should there be a major accident.

The Act requires the occupier to consult with members of the community who could be affected by a major accident and to inform them of the safety measures to be taken if a major accident happens.

This information must be updated as often as necessary to keep people in the area informed.

It is vital to ensure that if a major accident happens at the facility, people who may be affected are warned of the danger and advised of the safety measures they should take.

5.8 Safety Reports

Occupiers must submit a written Safety Report that provides details of the ways in which they have satisfied their safety obligations in relation to:

- systematic risk assessment;
- emergency plans and procedures;
- induction, supervision, education and training of employees;
- safety management systems;
- consultation with, and the provision of information to, the neighbouring community;

- the reviewing and updating of the safety report before making any modifications that significantly alters the risk, and
- consultation with employees when preparing or updating the report, and providing records of this consultation.

The Safety Report must be submitted to the regulatory authority and be updated at least every 5 years.

5.9 Protective Measures and the Provision of Information

In addition to the MHF provisions of the DGSM Act, the generic provisions of the Regulation (Division 1 and 2 of Part 3) concerning protective measures and the provision of information also apply to the dangerous goods and hazardous materials stored on MHF sites.

Details of requirements for protective measures and the provision of information are the same as those listed in Sections 6.5 and 6.6.

5.10 Major Accidents and Near Misses

A “major accident” is a sudden occurrence (including, in particular, a major emission, loss of containment, fire, explosion or release of energy) that has the potential to cause serious harm to people, property or the environment, whether immediate or delayed.

If a major accident happens at a MHF, the occupier must notify the Division of Workplace Health and Safety, or the CHEM Services, as soon as practicable with details of the accident and the effects it had on people, property or the environment.

The occupier must investigate the accident and consult with employees about ways of avoiding similar major accidents in the future, and provide a written report to the regulatory authority.

The Act also requires the occupier to record and investigate “near misses” as well as consulting with employees on ways of avoiding these incidents in the future.

5.11 Time Frames for MHF Compliance

Overall time frame for existing MHFs:

DGSM Act – Admin only	7 November 2001
Full commencement	7 May 2002
Possible MHFs notify by	3rd Quarter, 2002
Classification by	Late 2002
Obligations under the Act in place	Early 2004
Safety reports due by	Early 2004
Auditing against the Safety Report and Review	2004 - 2008
Next Safety Report due by	Early 2009

Implementation Time Frame for existing MHFs:

After classification as a MHF, the Act requires the occupier to:

- Complete Systematic Risk Assessment -within 4 months
- Complete Emergency Plans -within 8 months
- Complete Safety Management Systems -within 12 months
- Consult and inform neighbours -within 16 months
- Provide Safety Report -within 16 months

Time Frame for New MHFs:

Time frames for MHFs which come into operation after the legislation has been proclaimed are different to the above. The Act requires that notification should occur at least 6 months prior to the start of operations.

Prospective occupiers need to discuss their requirements with the CHEM Services.

Where a new facility commences operating 12 months or more after the MHF section of the Act comes into force (1 May 2002), the occupiers must notify CHEM Services 6 months prior to the commencement of operations and must meet all obligations within 3 months of classification.

Where a new facility commences operations within 12 months of the MHF section of the Act coming into force, the Act specifies a time frame for meeting the required obligations.

5.12 Appeals

The occupier of a facility who is aggrieved by a decision to classify the facility as a Major Hazard Facility may appeal against the decision in the nearest Magistrates Court.

The notice of appeal must be filed within 28 days of being given notice of the decision.

5.13 Directives

Authorised officers will have the power to issue directives on a range of safety matters regarding the storage and handling of dangerous goods at a MHF.

The Act requires that the occupier of a MHF keep an accurate record of all directives given by an authorised officer.

A person who is given a directive by an authorised officer may apply for the directive to be reviewed.

Where there exists a seriously dangerous situation which needs to be dealt with without delay, an authorised officer may take, or cause to be taken, reasonable action to prevent, remove or minimise the danger.

6.0 DANGEROUS GOODS LOCATIONS AND LARGE DANGEROUS GOODS LOCATIONS (DGLs AND Large DGLs)

A place is a DGL if stated dangerous goods (See Section 2.10) or combustible liquids are stored or handled at the site in quantities that are more than the threshold quantities prescribed under the Regulation (See Appendix 1),

A large DGL is a DGL at which the quantity of dangerous goods or combustible liquids stored or handled exceeds the higher thresholds prescribed under the DGSM Regulation (See Appendix 1).

Under the Act the occupier of a DGL or a Large DGL has a number of responsibilities which are listed below. All requirements that apply to a DGL also apply to a Large DGL. A number of additional requirements apply only to Large DGLs. Further guidance for meeting these requirements is given in the “Code of Practice for the Storage and Handling of Dangerous Goods”. This publication is available from CHEM Services or from its website <http://www.emergency.qld.gov.au/chem>

6.1 General Safety Obligations

The occupier of a DGL is required to take all reasonable precautions and care to minimise the risk of harm or damage to people, property or the environment arising from any activities undertaken at the location.

In doing this, the occupier must eliminate or minimise hazards, implement measures to reduce the likelihood of a major accident and apply processes to limit the consequences should such an accident occur.

The occupier must also:

- ensure the safety of people at the location, which includes providing and maintaining a safe place of work. The methodology for achieving this must be recorded and demonstrated;
- develop emergency plans and procedures in consultation with employees;
- update emergency plans and risk assessments before any modifications to the DGL are undertaken;
- establish appropriate education and training for employees; and
- introduce a safety management system.

Additional specific requirements are outlined below.

6.2 Risk Assessment

An occupier must make and record an assessment of the risk to people, property or the environment from the stated dangerous goods (See Section 2.10) and hazardous

materials and combustible liquids (See Section 2,12) at the location and of any work practices needed to comply with the legislation.

The assessment process must start with the identification of the goods and their hazards, then progress through a number of specified steps until plans for managing risk are formulated. Each step and the resultant outcomes must be documented. These steps are to be found in Sections 66 and 67 of the *Dangerous Goods Safety Management Act 2001* Regulation, a copy of which can be found at <http://www.emergency.qld.gov.au/chem/legislation>

Whenever a work practice involving the stated dangerous goods and combustible liquids is significantly changed, or new information about materials becomes available, the risk assessment must be amended to incorporate current information

6.3 Safety Management System

The occupier must develop, implement and maintain a documented system for managing the safety of dangerous goods and combustible liquids at the DGL. The safety management system must include the following details:

- the system's safety objectives;
- the systems and procedures by which the objectives are to be met;
- the performance criteria that are to be met, and
- the way in which adherence to the criteria is to be maintained.

6.4 Protective Measures

The DGSM Regulation identifies a number of specific protective measures that an occupier must implement at a DGL in relation to the storage and handling of stated dangerous goods and combustible liquids. These measures include:

- substitution with less dangerous goods, or reduction of their quantity;
- proper design, construction, installation and management of storage or handling systems, especially bulk tanks;
- proper planning of the introduction of new procedures;
- provision of induction, information, training and supervision for visitors and workers;
- provision of personal protective equipment;
- prevention of access by unauthorised persons;
- prevention of dangerous goods from inadvertently becoming unstable, decomposing or undergoing hazardous changes;
- safe location or protection of dangerous goods within the DGL;
- prevention of the interaction with other goods or contamination of food or personal products;
- elimination of ignition sources in hazardous areas;
- containing and cleaning up spillages; and
- responding to accidents involving hazardous materials, investigating them and implementing measures to prevent them happening again.

6.5 Provision of Information

An occupier must ensure that information about the dangerous goods and combustible liquids at the DGL is made available in certain specified forms as follows:

6.5.1 Labels

Each package containing dangerous goods produced, stored or handled at a DGL must be labelled in accordance with the Australian Dangerous Goods Code. This requirement does not apply to a package of decanted dangerous goods if the package and its contents will be used and disposed of within a single shift.

6.5.2 Material Safety Data Sheets

A Material Safety Data Sheet must be obtained for every type of the dangerous goods to be stored or handled at the DGL, and a copy kept close to where the goods are stored.

6.5.3 Placarding

A DGL must erect placards (warning signs) at specified locations to provide information about the presence and nature of the dangerous goods at the location. For more detailed information on Placarding, the CHEM Services's Information Paper No.12 – Placarding and Manifests for Dangerous Goods Stores – is available on the CHEM Services's web page (<http://www.emergency.qld.gov.au/chem>)

6.5.4 Register

An occupier must maintain a register listing all dangerous goods and combustible liquids stored or handled at a DGL.

The register must contain a Material Safety Data Sheet for each of the stated dangerous goods, and must be readily accessible to everyone at the DGL.

6.5.5 Emergency Plans and Procedures

Emergency plans and procedures must be established, maintained, documented, reviewed and updated in consultation with employees, neighbours and the emergency services.

The plans must include strategies to:

- contain and control a major accident;
- minimise off-site impacts; and
- protect people, property and the environment in the event of a major accident.

The plans and procedures must include the following details for the premises:

- the identity of dangerous goods and combustible liquids stored or handled and the types of potential emergencies they may cause;
- the organisational structure, the resources and equipment, and the procedures for dealing with a hazardous materials emergency;
- the site layout showing the locations of hazardous materials and of emergency resources and equipment; and
- emergency contact details.

6.5.6 Manifests

A manifest of dangerous goods stored at a large DGL must be kept readily available for the emergency services. The principal purpose of an emergency manifest is to inform the fire authority and other emergency services of the type, quantities and locations of dangerous goods stored on the premises. For more detailed information on manifests, CHEM Services's Information Paper No.12 – Placarding and Manifests for Dangerous Goods Stores – is available on the CHEM Services's web page (<http://www.emergency.qld.gov.au/chem>)

6.6 Notification

The DGSM Act requires the occupier of a large DGL to notify the Department of Emergency Services of their existence. This obligation to notify applies to:

- an existing possible Large DGL
- a new possible Large DGL

6.7 Enforcement

Several agencies are involved in the enforcement of the DGL requirements of the DGSM Act legislation.

The Division of Workplace Health and Safety (DWHS) in the Department of Industrial Relations have enforcement responsibility for stated dangerous goods (classes 2, 3, 4, 5, 6.1, 8 and 9) and combustible liquids. This role will complement its traditional role in relation to the *Workplace Health and Safety Act 1995*

Local Government will continue to have responsibility for licensing of flammable and combustible (F&C) liquids storage, and the enforcement of licence conditions.

The Gas Examiner's Officer (Department of Natural Resources and Mines) has responsibilities in relation to Class 2.1 dangerous goods (flammable gases) which will supplement their existing powers under the *Gas Act 1965*.

6.8 Directives

Authorised officers can direct an occupant to conduct a risk assessment and, if these officers find the risk is unacceptable, they can direct the occupier to reduce that risk. In extreme circumstances, authorised officers will be able to direct that operations be suspended. In the case of major accidents, the authorised officer can direct that the site be isolated.

Authorised officers will have the power to issue directives on a range of safety matters regarding the storage and handling of dangerous goods at a DGL. The Act requires the occupier of a DGL to keep an accurate record of all directives given by an authorised officer.

A person who is given a directive by an authorised officer may apply for the directive to be reviewed.

Where there exists a dangerous situation which needs to be dealt with without delay, an authorised officer may take, or cause to be taken, reasonable action to prevent, remove or minimise the danger.

7.0 MINOR STORAGE WORKPLACES

The occupier of a workplace that is not a DGL or a MHF, but where stated dangerous goods or combustible liquids are stored and handled, has obligations under the legislation for the storage and handling of those materials. This Guide refers to such workplaces as minor storage workplaces.

7.1 General Safety Obligations for Occupiers

The occupier of a minor storage workplace has a responsibility to take all reasonable precautions and care to minimise the risk of harm or damage to people, property or the environment arising from the site.

Additional specific requirements are outlined below.

7.2 Specific Requirements

The DGSM Regulation sets out specific requirements for occupiers of minor storage workplaces.

The occupier must obtain a current MSDS for all stated dangerous goods stored or handled at the workplace, and make them readily available to persons at the workplace and to the emergency services. He must review hazard information (such as Material Safety Data Sheets) for the dangerous goods and combustible liquids at the workplace. If a hazard is identified, he must review the way hazardous materials are stored and handled at the workplace, and, if necessary, take action to eliminate unsafe practices and achieve an acceptable level of risk.

In addition, the occupier must do the following:

- provide induction, information, education, training and supervision for all persons involved in the storage or handling of dangerous goods;
- ensure that packages of dangerous goods are properly labelled;
- keep a register which contains a list of the dangerous goods and a MSDS for each, and make the register readily available to all persons at the workplace;
- provide and maintain suitable personal protective equipment and other safety equipment for workers;
- prevent interaction of dangerous goods with incompatible goods;
- prevent contamination of food or personal products;
- eliminate ignition sources, where there is a risk of ignition arising from dangerous goods;
- contain spills or leaks, and clean them up immediately;
- prevent access by unauthorised persons to the dangerous goods; and
- ensure that a package which contained dangerous goods is thoroughly cleaned before disposal..

8.0 LICENSING FOR FLAMMABLE AND COMBUSTIBLE LIQUIDS STORAGE

Flammable and combustible liquids (F&Cs) constitute by far the largest group of hazardous materials commonly used in Queensland. Because of their potential to cause or exacerbate a fire they are considered to present such a large risk that special provisions for their storage and handling are needed. Common F&Cs include petrol, kerosene and diesel fuel.

Under the DGSM Act, authority is devolved to Local Governments to licence premises where F&Cs are stored and to set and enforce licence conditions.

Premises needing to be licensed may also be a MHF, a DGL or a minor storage workplace under the DGSM Act.

A licence holder must meet the conditions of the licence as well as relevant requirements of the DGSM Act and Regulation.

Conditions of an F&C licence will be enforced by authorised officers from the Local Government which issued the licence.

A F&C licence is required for any premises where the quantity of F&Cs exceeds the minor storage exemption limits set out in Australian Standards AS1940 “The Storage and Handling of Flammable and Combustible Liquids”.

A licence issued under the *Building (Flammable and Combustible Liquids) Regulation 1994*, and in force at the commencement of the DGSM Regulation, is taken to be a licence issued under the DGSM Regulation and is taken to remain in force for the period for which it was originally issued.

9.00 THRESHOLDS FOR DGLs

9.1. *What are stated dangerous goods or combustible liquids?*

All the dangerous goods or combustible liquids mentioned in column 1 of the following table are stated dangerous goods or combustible liquids with the exception of –

- batteries while they are in use;
- dangerous goods or combustible liquids in a fuel container that is fitted to a vehicle or boat;
- dangerous goods in the form of an appliance or plant that forms part of a vehicle or boat and is necessary for its operation;
- dangerous goods in portable firefighting equipment, portable safety equipment or portable medical equipment for use at the premises; or
- class 2.1 dangerous goods if stored as fuel for a domestic appliance at a place principally used for residential purposes

9.2. *When is a place a dangerous goods location?*

Any place, other than a rural property, becomes a dangerous goods location when the quantity listed in columns 1 and 2 of the following table is equal to or more than the relevant quantity in column 3.

In this section a “rural place” is one:

- that has an area of 5 ha or more;
- is used for agricultural, horticultural, floricultural, aquacultural or pastoral purposes; and
- at which any stated dangerous goods or combustible liquids stored are for resale.

9.3 *When is a dangerous goods location a large dangerous location?*

Premises are classified as a large dangerous goods location if the quantity of stated dangerous goods or combustible liquids at the location is equal to or more than the quantity in column 4 of the following table.

	Column 1	Column 2	Column 3	Column 4
Item	Stated dangerous goods or combustible liquids	Packing	Quantity for dangerous goods locations	Quantity for a large dangerous goods location
1.	Class 2 <ul style="list-style-type: none"> . Class 2.1 . Class 2.2 – Subsidiary Risk 5.1 . Class 2.2 – Other . Class 2.3 . Aerosols . Cryogenic Fluids 	Not Applicable Not Applicable Not Applicable Not Applicable Not Applicable Not Applicable	500 L 2,000 L 5,000 L 50 L 5,000 L 1,000 L	5,000 L 1,000 L 10,000 L 500 L 10,000 L 10,000 L
2.	Any one of Classes 3, 4.1, 4.2, 4.3, 5.1, 5.2 6.1 or 8	1	50 kg or L	500 kg or L
		11	250 kg or L	2,500 kg or L
		111	1,000 kg or L	10,000 kg or L
		Mixed Packing Groups in a single Class with the quantity each Packing Groups below the quantity specified for the Packing Group	1,000 kg or L	10,000 kg or L
3.	Class 9	11	1,000 kg or L	10,000 kg or L
		111	5,000 kg or L	10,000 kg or L
		Mixed Packing Groups in Class 9 with the quantity of each Packing group below the quantity specified for the Packing Group	5,000 kg or L	10,000 kg or L
4. (a)	Mixed Classes of dangerous goods where none of the Classes, types or Packing Groups (if any) present exceeds the quantities specified in Items 1, 2 and 3 of this Table	Not Applicable	2,000 kg or L where the quantity specified in this Schedule for each of the Classes is 2,000 kg or L, or less	10,000 kg or L
4. (b)	Mixed Classes of stated dangerous goods where none of the Classes, types or Packing Groups (if any) present exceeds the quantities specified in Items 1, 2 and 3 of this Table	Not Applicable	5,000 kg or L. where the quantity specified in this Schedule for one or more of the Classes is 5,000 kg or L and Placarding is not required for Items 1, 2, 3 and 4(a)	10,000 kg or L
5.	Goods Too Dangerous to be Transported	Not Applicable	5 kg or L	50 kg or L
6.	Combustible liquids with fire risk stated dangerous goods	Not Applicable	1,000 kg or L. Includes both C1 and C2	10,000 kg or L. Includes both C1 and C2
7.	C1 Combustible Liquids	Not Applicable	10,000 L. in a tank 50,000 L. in packages 50,000 L in tanks and packages combined, provided the quantity of C1s in tanks does	100,000 L in tanks or packages

9.4 How to calculate quantity of stated dangerous goods or combustible liquids in packages

- (1) For the above table, the quantity of stated dangerous goods or combustible liquids in packages must be calculated under this section.
- (2) For non-liquid stated dangerous goods (other than class 2), the quantity is to be calculated by the net mass in kilograms of the goods in the package.
- (3) For liquid stated dangerous goods (other than class 2) or combustible liquids, the quantity is to be calculated by the net capacity of the package.
- (4) For class 2 stated dangerous goods, the quantity is to be calculated by the total capacity of the package.

9.5 How to calculate quantity of stated dangerous goods or combustible liquids in tanks

- (1) For the above table, the quantity of stated dangerous goods or combustible liquids in tanks must be calculated under this section.
- (2) For non-liquid stated dangerous goods (other than class 2), the quantity is to be calculated by the mass in kilograms that the tank is designed to hold.
- (3) For liquid stated dangerous goods (other than class 2) or combustible liquids, the quantity is to be calculated by the design capacity of the tank in litres.
- (4) For class 2 stated dangerous goods, the quantity is to be calculated by the total capacity of the tank.

9.6 How to calculate quantity of solid stated dangerous goods not in a tank or package

For the above table, the quantity of stated dangerous goods not in tanks or packages is the undivided mass of the goods in kilograms.

9.7 How to calculate quantity of articles or things

From the above table, the quantity of stated dangerous goods that are articles or things is the net quantity of that part of the article or thing that is stated dangerous goods.

10.00 THRESHOLDS FOR MHFs

10.1 Prescribed quantity for a hazardous material or for a type, class or category of hazardous material

- (1) The third column of Table 1 (Page 29) gives the prescribed quantity for the hazardous materials mentioned in columns 1 and 2.
- (2) The third column of Table 2 (Page 30) states the prescribed quantity for hazardous materials
- (3) If a hazardous material is mentioned in Table 1, the prescribed quantity of the material is that mentioned in this table, whether or not the material also belongs to a type, class or category mentioned in Table 2.
- (4) If a hazardous material is not mentioned in Table 1 and the material belongs to a type, class or category mentioned in Table 2, the prescribed quantity for that material is the quantity mentioned in Table 2.
- (5) If a hazardous material is not mentioned in Table 1, and the material belongs to more than one of the types, classes or categories mentioned in Table 2, the prescribed quantity is the quantity applying to the type, class or category which has the lower or lowest prescribed quantity.

10.2 Calculating the prescribed quantity for more than one hazardous material

- (1) If there is more than 1 material stored or handled, a prescribed quantity of material exists if the result of the following aggregation formula exceeds 1:

$$\frac{q_x}{Q_x} + \frac{q_y}{Q_y} + \dots + \frac{q_n}{Q_n}$$

Where-

- x, y ... n are the materials stored or handled or likely to be stored or handled;
- $q_x, q_y \dots q_n$ is the quantity of each materials x, y ... and n stored or handled or likely to be stored or handled in an isolated quantity greater than 2% of its individual prescribed quantity; and
- $Q_x, Q_y \dots Q_n$ is the individual prescribed quantity of each material x, y and ... n in Tables 1 or 2.

In this section “material” means

- a hazardous material mentioned in Table 1; or
- a type, class or category of hazardous material mentioned in Table 2.

10.3 How to calculate the quantity of material

Each of the following must be included to calculate the quantity of materials stored or handled or likely to be stored or handled at a facility-

- the maximum amount of the material normally present in process vessels and interconnecting piping systems;

- the maximum capacity of storage tanks and vessels;
- the maximum quantity of the material that is likely to be present in package storage areas; and
- the maximum quantity of materials contained in pipelines outside process areas or the maximum quantity of material that could escape from a pipeline in the event of its failure.

However, an isolated quantity of a material that does not exceed 2% of its prescribed quantity need not be included.

In this section “**material**” means

- a hazardous material mentioned in Table 1;
- a type, class or category of hazardous material mentioned in Table 2.

TABLE 1

Column 1	Column 2	Column 3
HAZARDOUS MATERIAL	UN Nos INCLUDED UNDER NAME	PRESCRIBED QUANTITY (tonnes)
ACETONE CYANOHYDRIN	1541	20
ACETYLENE	1001	50
ACROLEIN	1092	200
ACRYLONITRILE`	1093	200
ALLYL ALCOHOL	1098	20
ALLYLAMINE	2334	200
AMMONIA, ANHYDRIOUS, LIQUE-FIELD or AMMONIA SOLUTIONS, relative density less than 0.880 at 15 0 C in water, with more than 50 per cent ammonia	1005	200
AMMONIUM NITRATE FERTILISERS	2067 2068 2069 2070	5000
AMMONIUM NITRATE, with not more than 0.2 per cent combustible substances, including any organic substance calculated as carbon, to the exclusion of any other added substance	1942	2500
ARSENIC PENTOXIDE, Arsenic (V) Acid and other salts	1559	10
ARSENIC TRIOXIDE, Arsenious (III) Acid and other salts	1561	0.10

Column 1	Column 2	Column 3
HAZARDOUS MATERIAL	UN Nos INCLUDED UNDER NAME	PRESCRIBED QUANTITY (tonnes)
ARSINE	2188	0.01
BROMINE or BROMINE SOLUTIONS	1744	100
CARBON DISULFIDE	1131	200
CHLORINE	1017	25
DIOXINS	—	0.10
DIPHENYLMETHANE 4,4' -DIISOCYANATE	2489	200
ETHYL NITRATE	—	50
ETHYLENE DIBROMIDE	1605	50
ETHYLENE OXIDE	1040	50
ETHYLENEIMINE	1185	50
FLUORINE	1045	25
FORMALDEHYDE	1198 2209	50
HYDROFLUORIC ACID SOLUTION (greater than 50 per cent)	1790	50
HYDROGEN	1049	50
HYDROGEN CHLORIDE		
- Anhydrous	1050	250
- Refrigerated liquid	2186	250
HYDROGEN CYANIDE	1051 1614	20
HYDROGEN FLUORIDE	1052	50
HYDROGEN SULFIDE	1053	50
LP GASES	1011 1012 1075 1077 1978	200

Column 1	Column 2	Column 3
HAZARDOUS MATERIAL	UN Nos INCLUDED UNDER NAME	PRESCRIBED QUANTITY (tonnes)
METHYL BROMIDE	1062	200
METHANE or NATURAL GAS	1971 1972	200
METHYL ISOCYANATE	2480	0.15
OXIDES OF NITROGEN, including nitrous oxide, nitrogen dioxide and nitrogen trioxide	1067 1070 1660 1975 2201 2421	50
OXYGEN	1072 1073	2000
PHOSGENE	1076	0.75
PROPYLENEIMINE	1921	200
PROPYLENE OXIDE	1280	50
SODIUM CHLORATE, solid	1495	200
SULFURIC ANHYDRIDE (Alt: SULFUR TRIOXIDE)	1829	75
SULFUR DICHLORIDE	1828	1
SULFUR DIOXIDE, LIQUIFIED	1079	200
TOLUENE DIISOCYANATE	2078	200

Note to Table 1:

The UN number listed against the named material is given for information only. It does not restrict the meaning of the name, which also applies to materials which fall outside the UN

Number, for example, because they are too dangerous to transport or are part of mixtures covered by another UN Number. However, any materials which are covered by the listed UN Numbers must be included in the quantity of the material named.

TABLE 2

Column 1	Column 2	Column 3
HAZARDOUS MATERIAL	TYPE, CLASS OR CATEGORY	PRESCRIBED QUANTITY (tonnes)
Explosives Materials	<ul style="list-style-type: none"> · Explosive of Class 1.1A · All other Explosives of Class 1.1 · Explosives of Class 1.2 · Explosives of Class 1.3 	<p>10</p> <p>50</p> <p>200</p> <p>200</p>
Compressed and Liquified Gases	<ul style="list-style-type: none"> · Compressed or liquified gases of Class 2.1 or Subsidiary Risk 2.1 · Liquified gases of Subsidiary Risk 5 · Compressed or liquified gases which meet the criteria for Very Toxic in Table 4 · Compressed or liquified gases which meet the criteria for Toxic in Table 4 	<p>200</p> <p>200</p> <p>20</p> <p>200</p>
Flammable Materials	<ul style="list-style-type: none"> · Liquids which meet the criteria for Class 3 Packaging Group 1 (Except for crude oil in remote locations) · Crude oil in remote locations which meets the criteria for Class 3 Packaging Group 1 · Liquids which meet the criteria for Class 3 Packaging Group 2 or 3 · Liquids with flashpoints <61°C kept above their boiling points at ambient conditions · Materials which meet the criteria for Class 4.1 Packaging Group 1. · Spontaneously combustible materials which meet the criteria for Class 4.2 Packaging Group 1 or 2 · Materials which liberate flammable gases or react violently on contact with water which meet the criteria for Class 4.3 Packaging Group 1 or 2 · Materials which belong to Classes 3 or 8 Packaging Group 1 or 2 which have Hazchem codes of 4WE (materials which react violently with water) 	<p>200</p> <p>2000</p> <p>50,000</p> <p>200</p> <p>200</p> <p>200</p> <p>200</p> <p>500</p>
Oxidising Materials	<ul style="list-style-type: none"> · Oxidising material listed in Appendix 5 of the ADG Code (6th edition) · Oxidising materials that meet the criteria for Class 5.1 Packaging Group 1 or 2 	<p>50</p> <p>200</p>
Peroxides	<ul style="list-style-type: none"> · Peroxides which are listed in Appendix 5 of the ADG Code (6th edition) · Organic Peroxides which meet the criteria for Class 5.2 	<p>50</p> <p>200</p>
Toxic Solids and Liquids	<ul style="list-style-type: none"> · Materials which meet the criteria for Very Toxic in Table 4 · Materials which meet the criteria for Toxic in Table 4 	<p>20</p> <p>200</p>

Notes to Table 2:

- (a) The quantities stated for explosives relate to the weight of explosive exclusive of packing casings and non-explosive components.
- (b) If explosives of different hazard divisions are present in the same area or storage, all of the explosives are taken to be classified in accordance with the following table

TABLE 3 – CLASSIFICATION OF EXPLOSIVES WHEN STORED IN THE SAME AREA

Division	1.1	1.2	1.3	1.4	1.5	1.6
1.1A	1.1A	1.1A	1.1A	1.1A	1.1A	1.1A
1.1	1.1	1.1	1.1	1.1	1.1	1.1
1.2	1.1	1.2	1.1	1.2	1.1	1.2
1.3	1.1	1.1	1.3	1.3	1.1	1.3
1.4	1.1	1.2	1.3	1.4	1.5	1.6
1.5	1.1	1.1	1.1	1.5	1.5	1.5
1.6	1.1	1.2	1.3	1.6	1.5	1.6

TABLE 4 – CRITERIA FOR TOXICITY FOR TABLE 2

Description	Oral Toxication LD ₅₀ (mg/kg)	Dermal Toxicity LD ₅₀ (mg/kg)	Inhalation Toxicity LC ₅₀ (mg/L)
Very Toxic	LD ₅₀ <5	LD ₅₀ <40	LC ₅₀ <0.5
Toxic	5<LD ₅₀ <50	40<LD ₅₀ <200	0.5<LC ₅₀ <2

Note to Table 4:

These criteria are in accordance with the ADG Code (6th edition).

11.0 CONTACTS

CHEM Services

Counter Disaster and Rescue Services,
Department of Emergency Services,
PO Box 1245
Brisbane 4001
Tel: 3247 8444
Fax: 3247 8433
e-mail: chem@emergency.qld.gov.au
web site: <http://www.emergency.qld.gov.au/chem>

Department of Natural Resources and Mines

Safety and Health Division
3405 6161

Department of Industrial Relations (DIR)

Division of Workplace Health and Safety
(Dangerous goods classes 2, 3, 4, 5, 6.1, 8 and 9, and combustible liquids)
1300 369 915

Brisbane North Region

Level 4, Lutwyche Shopping Centre, 543 Lutwyche Road, **Lutwyche** 4030
District Manager 3247 9444 (After Hours Emergency No) 3309 2037

Brisbane South and Gold Coast Region

Level 2, Block B Garden Square, 643 Kessels Road, **Upper Mt Gravatt** 4122
District Manager 3836 0609 or 3836 0608

Level 1, Wembley Place, 91 Wembley Road, **Logan Central** 4114
District Manager 3287 8310

Level 1, 10 Cloyne Road, **Southport** 4215
District Manager 5583 5027

WIDE BAY SUNSHINE COAST REGION

11 Bourbong Street, **Bundaberg** 4670
District Manager 4151 9724

Level 1, 319-325 Kent Street, **Maryborough** 4650
District Manager 4121 1713

Level 1, Centenary Square Building, 52-64 Currie Street, **Nambour** 4560

District Manager 5470 8855

South West Queensland Region

Ipswich Courthouse, Level 1, Cnr East and Limestone Streets, **Ipswich** 4305

District Manager 3280 1878

116 McDowall Street, **Roma** 4455

District Manager 4622 4590

1st Floor, James Cook Centre, Cnr Ruthven and Herries Streets, **Toowoomba** 4350

District Manager 4687 2821

Central Queensland Region

Clerana Centre, Cnr Clermont and Anakie Streets, **Emerald** 4720

District Manager 4983 7485

Level 2, State Government Building, Cnr Oaka Lane and Roseberry Street, **Gladstone**
4680

District Manager 4971 2346

1st Floor, Post Office Square, Cnr Sydney and Gordon Streets, **Mackay** 4740

District Manager 4967 4490

Level 2, State Government Building. 209 Bolsover Street, **Rockhampton** 4700

District Manager 4938 4149

North Queensland Region

193 Queen Street, **Ayr** 4807

District Manager 4761 2000

10-12 McLeod Street, **Cairns** 4870

District Manager 4048 1436

12 Fitzgerald Esplanade, **Innisfail** 4860

District Manager 4048 3390

75 Camooweal Street, **Mount Isa** 4825

District Manager 4744 6909

98 Douglas Street, **Thursday Island**

Workplace Health and Safety Inspector 4069 2429

254 Ross River Road, **Aitkenvale** 4814

District Manager 4760 7942

Local Government

Contact your local Council offices for the licensing of flammable and combustible liquids storage and the enforcement of licence conditions.