# Quick safety scan – Hazardous Chemicals in the Automotive Workshop

Use this quick safety scan to look at your safety systems and practices to manage hazards from hazardous chemicals. Those items where you tick ‘Sometimes’ or ‘Never’ will need action to fix or improve. The documents in italics are on the SafeWork SA website.

## ASBESTOS

|  |  |  |  |
| --- | --- | --- | --- |
|  | Always | Sometimes | Never |
| All asbestos-containing materials are handled safely as per Codes of Practice |[ ] [ ] [ ]
| An asbestos removal management plan has been developed |[ ] [ ] [ ]
| The plan is regularly reviewed in consultation with workers |[ ] [ ] [ ]
| An asbestos register is kept |[ ] [ ] [ ]
| Workers are trained in safe asbestos removal practices |[ ] [ ] [ ]
| Health monitoring is carried out (if required) |[ ] [ ] [ ]

## BATTERIES

|  | Always | Sometimes | Never |
| --- | --- | --- | --- |
| Workers are trained in safe procedures for using, handling, storing and maintaining batteries |[ ] [ ] [ ]
| There is a procedure for safe charging of batteries |[ ] [ ] [ ]
| Batteries are regularly checked for signs of physical damage or deterioration |[ ] [ ] [ ]
| Appropriate PPE is provided and worn when handling or using batteries or the electrolyte |[ ] [ ] [ ]
| Spill containment and first aid facilities are available |[ ] [ ] [ ]
| SDS is available for electrolyte spill containment, clean-up and disposal |[ ] [ ] [ ]

## CONFINED SPACES

|  | Always | Sometimes | Never |
| --- | --- | --- | --- |
| Risk assessments are conducted to determine if your workplace has, or work is carried out in, confined spaces |[ ] [ ] [ ]
| Confined space risks are identified, eliminated or minimised |[ ] [ ] [ ]
| Confined space entry permits are completed by a competent person |[ ] [ ] [ ]
| Workers are trained and supervised when working in confined spaces |[ ] [ ] [ ]
| A specific emergency response procedure has been developed and drills conducted for confined space emergency and recovery |[ ] [ ] [ ]
| A competent stand-by person is placed outside the confined space for support and in case of emergency |[ ] [ ] [ ]
| Task-appropriate PPE is provided and used |[ ] [ ] [ ]
| Workers are trained in the correct use and care of PPE |[ ] [ ] [ ]
| PPE is maintained, repaired or replaced as required |[ ] [ ] [ ]

## DUSTS, FUMES AND GASES

|  | Always | Sometimes | Never |
| --- | --- | --- | --- |
| Ventilation and dust collection systems are regularly inspected and cleaned |[ ] [ ] [ ]
| Hazards are isolated by enclosing processes or using remote operation |[ ] [ ] [ ]
| Local exhaust ventilation is installed, where needed |[ ] [ ] [ ]
| Air quality is monitored (e.g. workers do not suffer from dry, irritated eyes) |[ ] [ ] [ ]
| Appropriate PPE is issued and worn |[ ] [ ] [ ]
| Workers are trained in the correct use and care of PPE |[ ] [ ] [ ]
| PPE is maintained, repaired or replaced as required |[ ] [ ] [ ]
| Risk assessments are conducted for processes generating dust, smoke, fumes or gases |[ ] [ ] [ ]
| Lunchrooms/non-work areas are clean zones |[ ] [ ] [ ]
| Good workplace hygiene is practiced |[ ] [ ] [ ]
| Health monitoring is carried out (if required) |[ ] [ ] [ ]

## FIRE AND EXPLOSION

|  | Always | Sometimes | Never |
| --- | --- | --- | --- |
| Flammable liquid storage area is free of ignition sources |[ ] [ ] [ ]
| Spills are cleaned up quickly |[ ] [ ] [ ]
| The flammable liquids storage area has spill catchment (e.g. steel drip tray, concrete bund) |[ ] [ ] [ ]
| Paint and solvent containers are earthed during decanting to stop build-up of static electricity |[ ] [ ] [ ]
| Flammable liquids are only stored with compatible dangerous goods (e.g. no gas cylinders) |[ ] [ ] [ ]
| Correct type of fire extinguishers are provided and signed appropriately |[ ] [ ] [ ]
| Fire extinguishers are regularly maintained |[ ] [ ] [ ]
| Fire extinguishers are located close to potential hazards (e.g. where flammable substances are used) |[ ] [ ] [ ]
| Waste materials (e.g. paint/solvent-soaked rags) are disposed of as soon as possible |[ ] [ ] [ ]
| Rubbish is stored away from flammable substances |[ ] [ ] [ ]
| Flammable, explosive or combustible substances are kept at lowest practicable quantities |[ ] [ ] [ ]
| Advisory/warning signage is in place (e.g. Caution – Risk of Fire/Risk of Explosion) |[ ] [ ] [ ]
| You have developed an emergency response plan, and it is tested on an annual basis |[ ] [ ] [ ]
| Emergency wardens are identified and trained to respond in case of an emergency |[ ] [ ] [ ]
| Emergency exits/evacuation routes are identified and signposted within the workplace |[ ] [ ] [ ]

## HAZARDOUS CHEMICALS

|  | Always | Sometimes | Never |
| --- | --- | --- | --- |
| A *Hazardous Chemical Register* is kept up-to-date of all chemicals used? (e.g. cleaning products, paints, solvents, degreasers, petrol, oil, adhesives, acids, acrylics, pesticides) |[ ] [ ] [ ]
| Have you obtained Safety Data Sheets (SDS) for all chemicals and made these available to workers for information? (Refer to the Code of Practice – Managing Risks of Hazardous Chemicals in the Workplace for more information) |[ ] [ ] [ ]
| Legal requirements are met for storage, disposal and licensing |[ ] [ ] [ ]
| Workers are trained in the safe handling, use and storage of hazardous chemicals |[ ] [ ] [ ]
| *Safe Work Procedures* are in place and workers are trained in the safe handling, use and storage of hazardous chemicals |[ ] [ ] [ ]
| Risk assessments are regularly conducted for hazardous chemicals |[ ] [ ] [ ]
| Have you assessed the risk of exposure (e.g. via inhalation, skin contact, ingestion) during transport, storage and use of the chemicals? |[ ] [ ] [ ]
| Dermatitis-causing substances are identified |[ ] [ ] [ ]
| Irritating substances are replaced with less hazardous alternatives |[ ] [ ] [ ]
| Chemical containers are clearly labelled |[ ] [ ] [ ]
| Containers are tightly closed when not in use |[ ] [ ] [ ]
| Chemical storage is appropriate and well-ventilated, in accordance with the SDS |[ ] [ ] [ ]
| Are chemicals and other hazardous substances stored safely (e.g. in specific storage rooms or cabinets, separated from other reactive substances, away from ignition sources). |[ ] [ ] [ ]
| Is there adequate ventilation and fume extraction where hazardous chemicals are used |[ ] [ ] [ ]
| Good workplace hygiene and housekeeping is practiced |[ ] [ ] [ ]
| Have you ensured that chemicals and hazardous substances cannot spill, leak or otherwise escape into the environment during storage, handling and transport? |[ ] [ ] [ ]
| Waste oils and other products are disposed of appropriately |[ ] [ ] [ ]
| Emergency procedures are in place for management of spills and incidents |[ ] [ ] [ ]
| Spill kit/containment equipment is readily available and workers trained in its use |[ ] [ ] [ ]
| Advisory/warning signage is in place |[ ] [ ] [ ]
| Are gas cylinders stored upright, secure, away from heat and ignition sources and in a well ventilated area? |[ ] [ ] [ ]
| Correct Protective Personal Equipment (PPE) (e.g. gloves, safety goggles, protective clothing, barrier creams) is provided and used |[ ] [ ] [ ]
| Workers are trained in the correct use and care of PPE |[ ] [ ] [ ]
| PPE is maintained, repaired or replaced as required |[ ] [ ] [ ]
| Are workers trained in the safe use, handling storage and transport of chemicals |[ ] [ ] [ ]
| Are chemicals and hazardous substances disposed of correctly |[ ] [ ] [ ]
| Workers use vegetable oil-based cleansers, not solvents, for hand-cleaning |[ ] [ ] [ ]
| Workers care for their skin by promptly treating minor cuts and abrasions, and using moisturising creams |[ ] [ ] [ ]
| Workers seek medical attention if they have dermatitis symptoms |[ ] [ ] [ ]
| Health monitoring is carried out (if required) |[ ] [ ] [ ]

## SPRAY PAINTING AND POWDER COATING

|  | Always | Sometimes | Never |
| --- | --- | --- | --- |
| Ignition sources are removed |[ ] [ ] [ ]
| Breathing air is supplied |[ ] [ ] [ ]
| Spray booth is clear of obstructions and the exit is clear |[ ] [ ] [ ]
| Spray booth is clear of residues and overspray |[ ] [ ] [ ]
| Mixing room has adequate ventilation |[ ] [ ] [ ]
| Spray booth is maintained and calibrated (service and filter change records are up-to-date and kept) |[ ] [ ] [ ]
| Spray drift into other areas is controlled |[ ] [ ] [ ]
| Respiratory PPE is provided and used |[ ] [ ] [ ]
| Workers are trained in the correct use and care of PPE |[ ] [ ] [ ]
| PPE is maintained, repaired or replaced as required |[ ] [ ] [ ]
| Advisory/warning signage is in place (e.g. Respiratory Mask Protection Must Be Worn) |[ ] [ ] [ ]
| Health monitoring is carried out (if required) |[ ] [ ] [ ]