

# HAZARDOUS SUBSTANCE PERMIT



Please email completed form to Centre's Co-ordinator fourteen (14) days prior to the event

## Contact Details

Event Name	_____	
Event Date	_____	
Venue/Hall	Booth Name	_____
Person in Charge	Booth No	_____
Email	Mobile No	_____

## A) Please complete the form

1. What are the substances or chemicals that will be used?
2. What is the quantity that will be brought on-site?
3. How will the substance/s or chemical/s be used on-site?
4. Who is the person in charge and responsible for the machine/equipment who will be stationed at the event at all times?

## B) Please attach documents listed below together with this Permit

1. A current copy of Safety Data Sheet (SDS) for each hazardous substance product.
2. Copy of risk assessments information in regards to any activities that use or involve hazardous substances.
3. Provide a video and/or graphic guide on how of the substance/s will be used.

## C) Terms and conditions

1. All containers of hazardous chemicals must be labelled as per the requirements specified in the [Occupational Safety and Health \(Use and Standard of Exposure of Chemical Hazardous to health\) Regulations 2000, Part VI, Labelling and Relabeling](#), and [Occupational Safety and Health \(Classification, Labelling and Safety Data Sheet of Hazardous Chemical\) Regulations 2013, Part IV, Labelling](#). Any unlabelled or incorrectly labelled material will be removed from site.
2. Hazardous substance/s or the chemical/s must be stored in such a manner that will prevent unauthorised access
3. Only well-trained persons are permitted to handle the chemical/s and the correct personal protective equipment (PPE) must be provided and worn.
4. All spillage/incidents must be reported to the Centre immediately.
5. All others statutory requirements related to safety and risks in standard permanent workplaces and not mentioned above also apply.
6. If at any time, an activity or operation is considered non-compliant, unsafe or poses any risks to any persons or the environment, the Centre's representatives shall have the right to immediately postpone or cancel the activity until the issue is rectified. Please note that at any stage before or after this permit is approved, the Centre may at its sole and absolute discretion add or remove any restrictions to the use or application of this permit.

**I hereby agree to comply and follow the above mentioned terms and conditions**

Name	<input type="text"/>
Designation	<input type="text"/>
Date	<input type="text"/>

\*\*\*\* CONVENTION CENTRE USE ONLY \*\*\*\*

Issued by	<input type="text"/>
Comment	<input type="text"/>
Date	<input type="text"/>