

## Massey University Policy Guide

**Hazardous Substances Use, Synthesis, Purchase, and Importation Procedure – Page 2**

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Hazardous substances use which fits any of the conditions of four scenarios above requires EPA approval using appropriate approval methodology.

Where approved hazardous substances are manufactured, imported, used, or sold and are not covered by the small-scale teaching and research provisions, then those substances shall be subject to the Hazardous Substances and New Organisms Act (HSNO Act) and the Health and Safety at Work (Hazardous Substances) Regulations 2017. The appointed laboratory manager that controls the hazardous substances shall ensure the substances are appropriately risk assessed, handled by trained persons, and, disposed of appropriately.

The university advisor, hazardous substances, will coordinate the annual Location Compliance Certificate for the relevant region. The Health and Safety Office will arrange training for certified handlers.

All hazardous substances covered by this procedure are to be recorded in the chemical inventory system as directed by the university advisor and shall contain all information required by the legislation. If an owner is not assigned for substances used in a laboratory, the laboratory manager will be deemed to be the owner.

The above procedure does not include the use of radioactive materials which is regulated by the Radiation Protection Act and its associated Regulations. Use of such materials (above exempt quantities) must be undertaken by a holder of a license issued by the National Radiation Laboratory (NRL) or under instruction or supervision of that license holder. Use of radioactive materials is subject to separate Massey University policy statement.

**Definitions:**

**Certified handler:**

means a person who has a test certificate that certifies that the person meets the competency requirements for certified handlers specified in the Health and Safety at Work (Hazardous Substances) Regulations 2017.

**Hazardous Substance:**

means, unless expressly provided otherwise by regulations, is any substance -with one or more of the following intrinsic properties:

- a) Explosiveness
- b) Flammability
- c) A capacity to oxidize.
- d) Corrosiveness
- e) Toxicity (including chronic toxicity)
- f) Ecotoxicity, with or without bioaccumulation; or which on contact with air or water (other than air or water where the temperature or pressure has been artificially increased or decreased) generates a substance with any one or more of the properties specified in paragraph (1) of this definition.

**Hazardous Substances Use, Synthesis, Purchase,**

Related Procedures

- Radiation Manual
- New Organisms and Restricted Biological Products Procedure
- Genetic Modified Organisms Procedure
- Guidance on what constitutes a Hazardous Substances for each hazardous property can be obtained from the Environmental Protection Authority.