

CHEMWATCH



CHEMWATCH TRAINING

# COURSE IN CHEMICAL HANDLING, USE & STORAGE RULES

# BRIEFING NOTE

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NOV 2021

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# ABOUT THE COURSE

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This short course provides users with a basic knowledge of chemical safety and a better understanding of how to handle, use and store hazardous chemicals. Designed for lab technicians or those entering the chemical industry, this course will act as an introduction to chemical compliance in Australia\*.

This course covers the following topics of discussion:

- Work health and Safety Laws
- Overview of the chemical industry
- Roles and responsibilities of people in the workplace
- Hazard identification using GHS
- Overview of the risk management process, including exposure risks
- Management of registers and placarding requirements
- Chemical functions in the workplace
- Instructions of transport, handling and storage
- Personal protective equipment

This course is non-accredited and can be completed over two short sessions of 2-3 hours each. On enrolment, students are provided with 3 months in which to complete the course.

The course is available through our online learning management system and is completed through a mix of elearning presentations, learner guides and short quizzes. It is self-paced, and so it is entirely up to the student with how they manage their time (provided they finish within the 3 month timeline). Upon completion of the course, students will be issued with a certificate of completion as recognition of this achievement.

This course is perfect for anyone entering a role in the chemical industry, or if you want to refresh your knowledge of the safety standards required at the workplace. It is perfect for lab technicians, graduates, material scientists and anyone else who handles hazardous chemicals and would like to know more about the safety requirements.

\*For our international clients, an equivalent global version is coming soon

# COURSE HIGHLIGHTS

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- Completed entirely online
- 2 short sessions (2–3 hours each)
- Interactive eLearning and self assessment quizzes
- Immediate access to all course content and reading material
- No set classes, self-paced, and the eLearning will save your position when you leave
- Three months to complete
- Access to learner guides and additional industry resources
- Multiple choice quiz to measure assessment
- Certificate upon completion

# COURSE CURRICULUM - PART 1

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## **Background in Work Health and Safety (WHS) Laws**

Discuss the model WHS laws and common legislative tools such as Acts, Regulations and Standards. Compare OHS states to WHS states and territories.

## **The Chemical Industry in Australia**

Overview of the chemical industry globally and in Australia, whilst reviewing the four major chemical regulatory schemes: Industry, Agriculture/Veterinary, Pharmaceuticals and Food.

## **Roles and Responsibilities of People in the Workplace**

Duty holders under WHS/OHS law in relation to hazardous chemicals, including duty of care and due diligence.

## **Safety Procedures Involved in Chemical Handling and Use**

Explain hazard and risk and the purpose and structure of a Safe Operating Procedure (SOP) within the context of workplace health and safety.

## **Hazard identification through the Globally Harmonized System of Classification and Labelling of Chemicals (GHS)**

Explain hazard identification and introduce health hazards and toxicity. Discuss the GHS and how hazard communication can assist in recognising chemical hazards as well as using the HCIS database.

## **The Risk Management Process**

Review the risk management process and the use of a risk matrix to assist in a risk assessment. Also discuss the hierarchy of control and how to apply it.

## **Record Keeping and Management of Registers**

Review workplace registers including a hazardous chemical register, Manifest, Dangerous Goods and hazardous substance register, and incident register.

# COURSE CURRICULUM - PART 2

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## **Common Information Sources for Health and Safety in the Workplace Including Placards**

Review definition of policy, processes, and procedures as well as Health and Safety Representatives (HSRs) and emergency plans. Learn about placarding requirements for hazardous chemical storage in the workplace.

## **Chemical Risks regarding Exposure and Accidents**

Explanation of exposure standards, including possible routes of exposure. Discuss spills and emergency procedures.

## **Chemical Functions in the Workplace**

Overview of different chemical identifiers and nomenclature as well as discussion of common chemical types in the workplace, including corrosives, flammables, and solvents.

## **Hazardous Chemical Labels**

Overview of GHS labelling requirements for hazardous chemicals and labelling of pesticides.

## **Instructions for Transport, Handling and Storage of Chemicals**

Explanation of Dangerous Goods and safe storage of chemicals with review of incompatibilities.

## **Instructions for Use, Maintenance and Storage of Personal Protective Equipment (PPE)**

Review of common PPE and information on maintenance and storage.

# PRICING STRUCTURE

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The online course pricing will vary depending on the number of learners. The pricing is structured for individual learners or grouped learners to enable organisations and businesses to choose a cost-effective learning strategy to meet their training needs.

## Payment Options

Generally, payments will be processed by Chemwatch Accounts Department when organisations or individuals request payment by invoice.

Otherwise, individual learners can pay directly through our online application form, either by PayPal or Credit card.

Due to the immediate availability of all course content upon enrolment, **Refunds are not available to learners once they are enrolled in the course.**

# LEARNER PLAN AND DELIVERY METHOD

The online course is structured into two parts, with a 15-question multiple choice quiz to be completed after each part. There are also self-assessment quizzes throughout the eLearning, which are not formally assessed, but exist to test your knowledge as you progress through the course.

The course is available in our Learning Management System (LMS), which is a web-based platform. Upon enrolment, learners will be provided access to all course content, including the two eLearning presentations, two assessment quizzes, and a learner guide (PDF) that the learner can download and store locally to refer back to after they complete the course.

The screenshot displays the LMS interface for the course 'Chemical Handling, Use and Storage Rules Part 1'. The interface includes a navigation menu on the left, a main content area, and a footer.

**Navigation Menu:**

- Introduction ✓
- Background in Work Health and Safety Laws ✓
- The Chemical Industry in Australia
  - The chemical industry in australia ✓
  - Introduction to Basic Chemical Management ✓
  - Why should Companies maintain Chemical ... ✓
  - What does chemical management involve ✓
  - The Chemical Management Cycle ✓
  - The Australian Chemical Regulatory Schemes ✓
- Roles and Responsibilities of People in the W...
  - Roles and Responsibilities of People in the ... ✓
  - WHS Act and Regulations ✓
  - Different roles involved in work place for ch... ✓

**Main Content Area:**

**Introduction to Basic Chemical Management**

Approximately 60,000 commercial chemicals are hazardous.

Globally, of 180 million known chemical substances, more than 100,000 are used by companies in their production processes and operations.

The misuse of chemicals may result in injury, fires, explosions, accidents, spills or damage.

Without knowing how to use and handle chemicals safely, a chemical incident could mean injury, disease or even death.

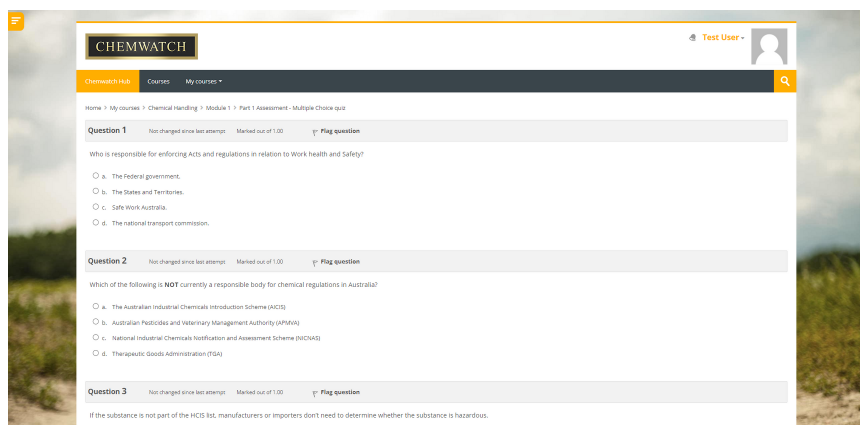
**Footer:**

◀ Learner Guide | jump to... | Part 1 Assessment - Multiple Choice quiz ▶

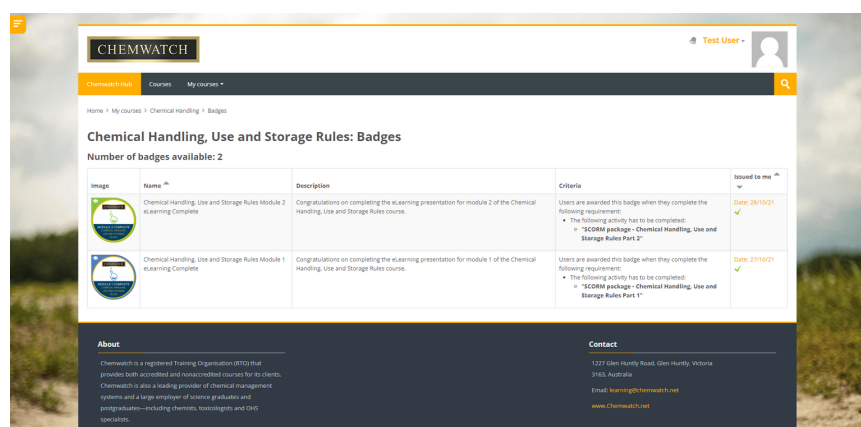


# LEARNER PLAN AND DELIVERY METHOD

Learners require a passing grade of 80% in each of the two assessments to successfully complete this course. The assessment will be based on content delivered through the eLearning, however they may refer back to the learners guide when completing the assessment.



The quiz is not timed, and students will have unlimited attempts to pass and complete the course. On successful completion of the course, students will be issued with a certificate of completion and available to download in PDF format. This soft copy will be the only one issued and it will be the learners responsibility to download and maintain this copy.



Learners will also receive an online badge as part of the LMS upon completion of each part of the eLearning presentation's. These badges can be downloaded as a Portable Network Graphic (PNG) and stored locally.

# COMPUTING & IT REQUIREMENTS

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*Software:* The software requirements include an Adobe Reader DC or equivalent, and a stable internet connection. The recommended web browsers are the latest version of Edge, Firefox, Safari or Google Chrome. Screen resolutions should be set at a minimum of 1024x768 for optimal viewing of the LMS eLearning mode.

*Hardware:* A desktop (pc) or laptop can be used to run the course until completion. The LMS is compatible on both Windows 7 or higher for PC, and Mac OSX version or higher.

*Audio Connectivity:* Each module slide is accompanied by an audio narration. Students are required to have an audio connection across the entire course.

## **Navigation**

The LMS includes navigation tools: 'play and pause'; menu; progress bar; mute; maximise screen options; and a resource tab for more information.



# CONTACTS IN AUSTRALIA

## Course Administrator

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