



HAZARDOUS SUBSTANCE PERMIT

Please email the completed form to the 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) TERMS & 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 the [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 the site.
2. Hazardous substance(s) or chemical(s) must be stored in 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 spillages or incidents must be reported to the Centre immediately.
5. All other statutory requirements related to safety and risks in standard permanent workplaces 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 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.



HAZARDOUS SUBSTANCE PERMIT

B) Please complete the form below:

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 responsible for the machine or equipment, and will be stationed at the event at all times?

C) Please attach the documents listed below together with this permit:

1. A current copy of the Safety Data Sheet (SDS) for each product containing hazardous substances.

2. A copy of the risk assessment information document specific to any activities that use or involve hazardous substances.

3. A video and / or graphic guide on how the substance(s) will be used.

I hereby agree to comply with and follow the terms and conditions.

Name

Designation

Date

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

Issued by

Comment

Date
