WHSMP11 Purchasing and Contractor WHS Procedure

Appendix 1 – WHS Requirements for Purchasing

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| Item Description | Pre-purchase WHS requirements |
| Personal Protective Equipment: The following Australian Standards need to be met for the relevant item of Personal Protective Equipment being purchased. | |
| Clothing | AS4602 - High visibility safety garments  AS4399 - Sun protective clothing - Evaluation and classification AS4453.1 - Protective clothing for users of hand-held chainsaws - Test rig for testing resistance to cutting by a chainsaw  AS6529 - Protective clothing - Protection against chemicals - Determination of resistance of protective clothing materials to permeation by liquids and gases  AS4503 - Protective clothing - Protection against liquid chemicals - Test method: Resistance of materials to permeation by liquids  DIN EN 343 - Protective clothing - Protection against rain AS2375 - Guide to the selection, care and use of clothing for protection against heat and fire  AS4501 - Occupational protective clothing - General requirements |
| Eye Protection | AS1337 - Eye protectors for industrial applications |
| Footwear | AS2210.3 - Occupational protective footwear – Specification, use and maintenance |
| Gloves | AS2161.1 - Occupational protective gloves - Selection, use and maintenance  AS2225 - Insulating gloves for electrical purposes  AS4179 - Single-use sterile surgical rubber gloves – Specification  AS4011 - Single-use examination gloves – Specification AS2161 - Occupational protective gloves - Protection against thermal risks (heat and fire)  AS2161 - Occupational protective gloves - Protection against cold  AS2161 - Occupational protective gloves - Protection against ionizing radiation and radioactive contamination |
| Headwear | AS1800 -Occupational protective helmets - Selection, care and us |
| Hearing protection | AS1270 - Acoustics - Hearing protectors and AS1269.3 Occupational noise management - Hearing protector program |
| Respirators | AS1716 - Respiratory protective devices AS1715 - Selection, use and maintenance of respiratory protective devices |
| Hazardous Chemicals and Dangerous Substances | |
| Carcinogenic Substance | TBC |
| Hazardous Chemicals | First time use:  The purchaser is to source a Safety Data Sheet (SDS) from the supplier if the SDS is not available on Chem Alert.  Review the content of the SDS and verify if the listed controls are suitable for the intended storage and usage processes for the particular chemical. If they do then the SDS should be attached to the purchasing documentation.  Complete hazardous chemicals risk assessment if the hazardous chemical is rated red or if it is being used outside the scope of the SDS.  Repeated use for same application: Storage, training, and control measures as previously implemented |
| Radioactive sources | Licence for Radioactive Substances is to be attached to the purchasing documentation. Follow requirements set out for Hazardous Chemicals above. |
| Sharps bin | AS4261 - Reusable containers for the collection of sharp items used in human and animal medical applications  AS4031 - Non-reusable containers for the collection of sharp items used in human and animal medical applications |
| Plant and Equipment The following Australian Standards need to be met for the relevant item of plant or equipment being purchased. | |
| Audio/Visual Equipment | AS/NZS 60065 - Audio, visual and similar electronic apparatus – Safety requirements |
| Biosafety Cabinets | AS2252.1-Biological safety cabinets - Biological safety cabinets (Class I) for personnel and environment protection  AS2252.2-Controlled environments – Biological safety cabinets Class II – Design.  AS 2252.3-2011-Controlled environments - Biological safety cabinets Class III – Design |
| Chainsaws, brush cutters and grass trimmers | AS3575 - Chainsaws, brush cutters and grass trimmers – Safety requirements Electrical protection devices  AS3190 - Approval and test specification - Residual current devices (current-operated earth-leakage devices) |
| Fall protection | AS1891.1 - Industrial fall-arrest systems and devices – Harnesses and ancillary equipment  AS1891.2 - Industrial fall-arrest systems and devices – Horizontal lifeline and rail systems  AS1891.3 - Industrial fall-arrest systems and devices – Fall-arrest devices  AS4488.1 – Industrial rope access systems – Specifications |
| Fire Equipment | AS1841 - Portable fire extinguishers (Series 1-8)  AS1221 - Fire hose reels ISO 12239 – Fire detection and fire alarm systems – Smoke alarms  AS3786 – Smoke alarms AS1603 - Automatic fire detection and alarm systems (Series 1-3, 5, 7,8, 11, 13-17)  AS1670 - Fire detection, warning, control and intercom systems - System design, installation and commissioning  AS2118.1 - Automatic fire sprinkler systems - General systems AS2941 - Fixed fire protection installations - Pumpset systems AS2419 - Fire hydrant installations - System design, installation and commissioning (Series 1-3)  AS2293.1 - Emergency escape lighting and exit signs for buildings - System design, installation and operation  AS3504 - Fire blankets  AS2444 - Portable fire extinguishers and fire blankets - Selection and location |
| Fixed platforms, walkways, stairways and ladders – Design, construction and installation | AS1657 - Fixed platforms, walkways, stairways and ladders – Design, construction and installation |
| Fume Cupboards | AS/NZS 2243.8 - Safety in Laboratories – Fume cupboards |
| Hand held tools | AS60745.1 - Hand-held motor-operated electric tools - Safety - General requirements |
| Ladders | AS1892.5 - Portable ladders – Selection, safe use and care |
| Lifts | AS1735.1 - Lifts, escalators and moving walks - General requirements |
| Machinery | AS4024.1 (Series) - Safety of machinery |
| Medical equipment | AS3200.1 - Medical electrical equipment – General requirements for safety – Parent Standard |
| Office Furniture and workstations | AS3813 - Plastic monobloc chairs  AS/NZS 4438 - Height adjustable swivel chairs  AS4688.2- Furniture - Fixed height chairs - Determination of strength and durability Furniture – Fixed height swivel chairs – Ergonomic and general requirements  AS4688.3 - Furniture - Fixed height chairs-Determination of stability - Upright chairs  AS4688.4 - Furniture - Fixed height chairs - Determination of stability - Chairs with tilting or reclining mechanisms when fully reclined and rocking chairs  AS3590.1 – Screen-based workstations – Visual display units  AS3590.2 – Screen-based workstations – Workstation furniture AS3590.3 – Screen-based workstations – Input devices AS/NZS4442 - Office desks  AS/NZS4443 - Office panel systems – Workstations |
| Pressure gauges and regulators | AS4267 - Pressure regulators for use with industrial compressed gas cylinders  AS4706 - Pressure gauges for regulators used with compressed gas cylinders. Pressure vessels  AS1210 - Pressure vessels  AS2030.1 – Gas Cylinders – General requirements |
| Radioactive apparatus | License for Radiation Apparatus AS2243.4 - Safety in laboratories - Ionizing radiations |