



City of
BRADFORD
METROPOLITAN DISTRICT COUNCIL

COSHH Hazardous Substances

Hazard Identification Notes

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Introduction

This guidance document is to assist in identifying potential hazards and risks arising from storing, handling, using and disposing of hazardous substances, biological agents or hazardous by-products arising from working activities. It will also identify the main ways that such substances or by products can enter the body.

The lists below are not exhaustive, but offer a broad range of hazardous substances and working activities.

Other information is available on the Health and Safety Executive webpages and the publications are a very useful resource. COSHH homepage <http://www.hse.gov.uk/coshh/>

The Occupational Safety website <http://www.bradford.gov.uk/hands/> is useful for policy, guidance and information, including the CRA1 and risk assessment forms. Should you require any additional help please contact the Occupational Safety Team.

Hazcards produced by CLEAPSS are very useful for teachers of Science and DT in schools. They include a lot of information which is the basis of a COSHH assessment. The school can then 'fine tune' to reflect the way the substances are used/controlled in their classrooms. They can be downloaded from the CLEAPSS website.

Please Note:

Lead and Asbestos are not covered by the COSHH Regulations, as they both have their own regulations.

Hazardous Substances

Hazardous substances come in many forms and the following list outlines what is likely to be used in the Council.

- Any substance that has the International hazard warning symbols on the container, packaging or related information. Some substances may still have the old orange warning symbols. In these cases, checks should be made to ensure the substance is within its use by date, or has not deteriorated. If unsure dispose of it safely.
- De-greasing agents, cleaning, metal working fluids, polishing products.
- Oils, greases, fuels, paraffin or other oil based products.
- Paints, adhesives, solvents, resins, thinners, or other chemical cements or coatings.
- Printing Inks and toners.
- Pesticides, insecticides, chemical sprays, poisons or other pest control products.
- Hazardous fungi, plants, flowers or bulbs.
- Food stuffs; e.g. spices, concentrates, oleoresins, sulphites, meta-bisulphites.
- Latex products (e.g. latex gloves).
- Other naturally occurring substances which may cause allergic reactions e.g. flour.

The COSHH Risk Assessment Form (CRA1) should be used to record the risk assessment for chemical based substances you have identified from the above list.

Processes and Working Activities

Work processes and/or work activities may create hazardous by-products, expose staff to biological substances or physical agents. These are some which may take place in the Council.

- Smoke or fumes, for example welding, cutting or other hot works.
- Vapours or gases from the mixing of one or more chemical substances.
- Dust arising from wood cutting, stone, brick and concrete cutting or grinding.
- Dust arising from handling or moving flour, grain or other dry powder products.
- Vehicle exhaust fumes.
- Biological substances, through contact with blood or bodily fluids.
- Infectious agents through contact with
 - Household, business or animal wastes.
 - Animals (e.g. horses, dogs, vermin, pets etc.)
 - Ponds, lakes, pools or standing water.

The Risk Assessment Form and supporting guidance should be used to assess the risks and controls where biological agents or hazardous by-products of processes have been identified, or are likely to be encountered, during work activities.

Possible entry routes into the body

- **Inhalation** – affecting the nose, throat, respiratory tract and lungs. Can also affect other organs once inside the body.
- **Skin contact** – direct contact with the substance, or dipping, touching, splashes. Dust, spray or aerosol landing on the skin, contact with contaminated surfaces. Contact with contamination inside protective gloves or equipment. Some substances will pass through the skin into the body, whereas others will just affect the skin/dermis.
- **Eyes** – gases and dust directly irritating eyes, or via splashes or blown in or casual touching via contaminated hands or protective gloves.
- **Swallowing** – directly ingesting the substance, transfer from hands to mouth via eating foodstuffs and smoking without cleaning hands first.
- **Injection into skin, blood stream or body** – needlestick, handtools e.g. butchery or other sharp objects. This will include direct entry into the body via open wounds.

The above will help to identify the controls required to prevent exposure, contamination and potential harm to users and others.