



# Formaldehyde Storage Procedure

Procedure Number

WCDHB-HS-008

Version Nos:

1

## 1. Purpose

This Procedure is performed as a means of ensure safe work practises, to protect all West Coast District Health Board (WCDHB) staff handling Formaldehyde, and to ensure requirements of the (HSNO) Hazardous Substances and New Organisms Act 1996 are met.

## 2. Application

This Procedure is to be followed by all WCDHB staff.

## 3. Definitions

For the purposes of this Procedure:

**Formaldehyde (Formalin)** is an identified toxic hazard, and is a known Carcinogenic agent. Formaldehyde is flammable and explosive, but only in higher concentrations, explosive concentrations may build up in improperly ventilates storage areas and fume hoods.

## 4. Responsibilities

For the purposes of this Procedure:

the **Nurse Manager – Perioperative Services** is required to:

- oversee all aspects of this Procedure

**Staff Members** are required to:

- ensure they abide by the requirements of this Procedure;

## 5. Resources Required

This Procedure requires:

- WCDHB Hazardous Substance Manual
- Well ventilated storage areas, stored at waist to chest level to prevent splashes/spills into the face and eyes, in an area which can be secured when Formaldehyde is not in use.
- Spill Kit

## 6. Process

- 1.00 All WCDHB staff have a responsibility to be familiar with an identified hazard and known Carcinogenic agent before handling this product, which is to include:
  - Familisation with the resource information available in each unit.
  - Knowledge of the policies and procedures relating to the use of Formalin.
  - Knowledge and skills in the safe handling, care, and spill procedures.
  - Knowledge and skill in the safe use of respirators and PPE to be used with Formalin.
- 1.01 Storage is well ventilated, and containers are stored at waist to chest level (for the average person). This area is to be kept secured at all times.



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- 1.02 Containers are rotated on a regular basis to ensure turn over – (NOTE: Limit amounts held)
- 1.03 Formaldehyde should never be stored near or used with hydrochloric acid, because the two chemicals combine to form (bis) Chloromethyl Ether (BCME) a very powerful cancer causing agent.
- 1.04 A spill kit and staff PPE is to be kept close to the storage area.

## 7. Precautions And Considerations

- ➔ Storage area must be well ventilated and kept secure
- ➔ Spill kit and PPE is to be available
- ➔ Stocks are to be stored at (for the average person) waist or chest level.

## 8. References

Formalin Safety Data Sheet

## 9. Related Documents

Hazard Register

Formalin Safety Data Sheet

<b>Revision History</b>	<b>Version:</b>	1
	<b>Developed By:</b>	Nurse Manager – Perioperative Services
	<b>Authorised By:</b>	General Manager – Secondary Services
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