



**DUBBO
REGIONAL
COUNCIL**

TECHNICAL SCHEDULE

DRC-W207

**SUPPLY OF WATER TREATMENT
CHEMICALS**

TECHNICAL SCHEDULE DRC-W207 – SUPPLY OF WATER TREATMENT CHEMICALS

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DRC-W207: SUPPLY OF WATER TREATMENT CHEMICALS

DRC-W207.1 SCOPE

This Specification applies to the supply and delivery of water treatment chemicals to the Principal's water supply sites.

The work required to be performed under this Contract shall comply with the referenced documents in Clause DRC-W207.2, unless specified otherwise herein.

Details of the type, quantity and frequency of chemicals to be supplied under this Contract will be outlined in the project specific scope of work document.

DRC-W207.2 REFERENCED DOCUMENTS AND STANDARDS

The following documents are referred to in this Specification. The latest version of the document including any published amendments shall apply. Where the drawings or a project specific specification are in conflict or inconsistent with these referenced documents or this Specification, then the details on the drawings or project specific specification shall apply.

Australian Standards

AS 1678	Emergency procedures guide - transport
AS 1894	The storage and handling of non-flammable cryogenic and refrigerated liquids
AS 2865	Confined spaces
AS 2927	The storage and handling of liquefied chlorine gas
AS 3780	The storage and handling of corrosive substances
AS 3833	The storage and handling of mixed classes of dangerous goods in packages and intermediate bulk containers
AS 4326	The storage and handling of oxidizing agents
AS 4332	The storage and handling of gases in cylinders

Works shall also comply with the current versions all other relevant Australian Standards where not specifically listed above.

Safe Work Australia

Preparation of Safety Data Sheets for Hazardous Chemicals Code of Practice 2011.

Labelling of Workplace Hazardous Chemicals Code of Practice 2015.

DRC-W207.3 LABOUR, PLANT AND MATERIALS

The Contractor shall provide at its own cost and expense all labour, materials, plant, tools and equipment necessary for the proper and complete performance of the Contract.

DRC-W207.4 WORKPLACE HEALTH AND SAFETY (WHS)

All costs associated with ensuring a safe work environment for the implementation of the Works shall be deemed to be included in the tender price.

The Contractor shall ensure that in the performance of the works, the Contractor's employees, sub-contractors and employees of such sub-contractors shall observe the statutory Safety Regulations and Site Conditions for Contractors.

Within 28 days of the 'Date of Acceptance' and prior to the commencement of work, the Contractor shall submit to the Superintendent details of the Contractor's WHS Management System including a Hazard and Risk Assessment and a Safety Plan specific to the Contract covering all of the Contractor's activities for the duration of the Contract.

For works in confined spaces the Contractor is to conform to the requirements of the Work Health and Safety Act 2011 and AS 2865.

The Contractor shall provide medical treatment facilities and first-aid personnel to at least the minimum standards required by Workplace Health and Safety legislation.

As soon as possible following their occurrence, the Contractor shall report to the Superintendent any injuries likely to require medical treatment or involving lost time. In addition, the Contractor shall report to the Superintendent all injuries and near misses.

The Contractor shall manage and report all safety and security matters relating to his sub-contractors as if they were his own personnel.

Copies of the Safety Plan and records of all safety and security reporting over the duration of the Contract shall be held onsite, and be readily accessible for inspection by the Superintendent. The Superintendent shall carry out, from time to time, ad-hoc audits of the Contractor's safety systems onsite. The Contractor shall attend all safety audits. The cost for participation in safety audits shall be included in the tender price.

DRC-W207.5 QUANTITY OF SUPPLY

The estimated quantity of chemicals can vary considerably over time and is largely dependent on water supply consumption/demand. Subject to agreement, the Principal may vary the estimated quantity of chemicals to be supplied at any time.

DRC-W207.6 CHEMICALS SUPPLIED

Chemicals supplied shall be suitable and approved for use in water treatment applications. The grade of chemicals provided by the Contractor will be of 'Industrial' or 'Technical' grade, unless otherwise specified by the Principal.

The Contractor must provide a certified statement of analysis of each chemical supplied. The Principal reserves the right to make a request for supplementary technical details as required. Each delivery under this Contract shall conform to the certified analysis and specified standards.

The Principal may undertake an audit and testing of the chemicals supplied under this Contract. In the event of defective chemicals being supplied and found to have contaminated material already in the Principal's storage tank, the Contractor will be liable for both the defective chemicals supplied and the contaminated materials. The contaminated materials shall be removed and replaced at the Contractor's cost.

DRC-W207.7 DELIVERY TIMING

The Contractor shall make deliveries only between 8.30 am and 3.30 pm Monday to Friday, excluding public holidays. Out of hours deliveries will only be accepted by prior arrangement with the Principal's Representative.

The Principal or their representative may refuse delivery at any time, if they reasonably consider that there is a genuine safety or operational issue that prevents safe delivery. In such instances, the Principal's representative and the Contractor shall arrange for the rescheduling of the delivery, and will agree any costs associated with the rescheduled delivery.

DRC-W207.8 DELIVERY DOCUMENTS

The Contractor shall not make any delivery unless written confirmation and/or purchase order has been received from the Principal.

Each delivery shall be accompanied by the Contractor's delivery record notice bearing, reference to the Principal's purchase order number, chemical type delivered, concentration and quantity delivered. The following information must be marked legibly on each identifying document:

- Certified net weight or net volume of delivery
- Batch number
- A certificate of analysis
- Name of the manufacturer
- Brand name, if any.

For bulk chemical deliveries, the Contractor shall use a flowmeter integral to the delivery vehicle to provide evidence of volume delivered where the chemical is provided in liquid form. Where the chemical is provided in powder form, the Contractor shall provide evidence in a form acceptable to the Principal of the weight of product delivered. Where the chemical is provided in gas form, the Contractor shall provide evidence of weight or volume at a defined pressure or product delivered in a form acceptable to the Principal.

The Principal's personnel shall confirm the amount of product delivered by comparing the change in the Principal's storage tank before and after delivery. The Principal may request further evidence of the delivery amount confirmation method, if a variation greater than 5% of delivered volumes is detected. This may include viewing calibration check records of the measurement devices.

Where applicable the Contractor is also required to transfer each delivery from the bulk road tanker to the nominated storage facility using pumps and hoses integral to the delivery vehicle. Bulk tankers should have fixed discharge pipework on the tanker with an isolation valve prior to the coupling, which for liquid and powder deliveries must be a camlock fitting of a type approved by the Principal.

DRC-W207.9 SPILLAGE

The Contractor is responsible for the clean-up of any hazardous chemical, chemical or other material spillage from delivery vehicles occurring during transportation or delivery to the receiving site. Any spillage of hazardous chemical, chemical due to actions of the Contractor or its personnel must be cleaned up, disposed of and replaced at the Contractor's expense. On request from the Contractor when spillage occurs within the Principal's site, the Principal may at its sole discretion assist in the containment and cleaning up of the spilled material. The cost of such support by the Principal will be a charged back to the Contractor.

Any uncontrolled spill of a hazardous chemical/chemical must be logged as an incident with the Principal and immediately reported to the Principal's site operator.

During transportation, the Contractor is responsible for ensuring that driving practices and container design prevent spillages. The Contractor is solely responsible for meeting all legal (including environmental and safety) requirements applicable to the transport of any chemicals. Should a spill occur during transportation, the Contractor must notify the Principal and the EPA as soon as practicable.

DRC-W207.10 SAFETY DATA SHEETS AND LABELLING

The purpose of a Safety Data Sheet (SDS), formerly Material Safety Data Sheet (MSDS) is to inform the purchaser and/or user of possible hazards and health effects of a chemical along with details of safe storage, handling and disposal practices. In addition the SDS also contains information on emergency procedures associated with the chemical.

The Contractor shall provide the Principal with a SDS for every chemical supplied under this Contract and prepared in accordance with the Safe Work Australia Preparation of Safety Data Sheets for Hazardous Chemicals Code of Practice, 2011 (Code of Practice). The Contractor must amend the SDS whenever necessary and review them in accordance with the Code of Practice.

As an exception, prior to 31 December 2016, a MSDS prepared under the NOHSC National Code of Practice for the Preparation of Material Safety Data Sheets, 2013 may be provided in place of a SDS.

In addition, the SDS must be made available to all workers for all products classified as hazardous according to WHS legislation.

All packaged products must be labelled and meet the minimum requirements as stated in the safe Work Australia Labelling of Workplace Hazardous Chemicals Code of Practice, 2015.

DRC-W207.11 VEHICLES AND TRANSPORT

The Contractor shall select a suitable type and size of vehicle to deliver chemicals under this Contract that have sufficient capacity for the volume to be transported, are efficient, suitable for the material being transported and meet the Principal's site access, delivery and unloading requirements. Vehicles used shall be capable of delivering chemicals within the existing routes and confines of the site and its chemical delivery facilities.

Transportation of chemicals, including type of vehicle and transport routes, shall comply with all legislative and regulatory requirements.

DRC-W207.12 ENVIRONMENT

The Contractor shall ensure vehicles used for chemical transport and deliveries are regularly maintained and inspected to minimise risk of failure leading to environmental harm (eg leaks or excessive noise or emissions). The Contractor's drivers shall be competent to operate the vehicles in a manner that avoids environmental impact and shall have completed an environmental protection induction program arranged by the Contractor.

The Contractor's drivers shall be aware of their legal responsibilities under relevant legislation. These may include:

- Training in environmental awareness;
- Knowledge of environmental incident reporting procedures;
- Knowledge of and training in appropriate action to be undertaken to minimise environmental harm; and
- Provision of equipment such as spill kits to minimise environmental harm.