

STANDARD OPERATING PROCEDURE NO 20

Dangerous Substances (Notification and Marking of Sites) Regulations (NI) 1992 - NAMOS

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VERSION CONTROL

Version No	Page No	Issued (Date)	Amendment	Initiated By	Reason for Change
1	All	05/03/03	Initial issue of Standard Operating Procedure (SOP)	Group Commander (Operations Policy)	New SOP
2	All	23/05/11	Index and Version Control inserted Full review of SOP	Operations Policy Unit	Full review of SOP
3	6	01/10/12	Re-inspection flow chart updated	Station Commander McCloskey (Cookstown District)	Suggestion from District – complete File Note rather than NMS SL1

NORTHERN IRELAND FIRE & RESCUE SERVICE

STANDARD OPERATING PROCEDURE NO 20

Dangerous Substances (Notification and Marking of Sites) Regulations (NI) 1992 - NAMOS

INTRODUCTION

This purpose of this Standard Operating Procedure (SOP) is to provide guidance on the procedures to be adopted by personnel involved in carrying out inspections under the Dangerous Substances (Notification and Marking of Sites) Regulations (NI) 1992, hereby referred to in the remainder of this document as the NAMOS Regulations.

SOP No 20 – "Dangerous Substances (Notification and Marking of Sites) Regulations (NI) 1992", has been produced in the following format:

SECTION A

Safety-Critical Information

All personnel *must* have complete knowledge and understanding of this section to ensure maximum safety at incidents.

SECTION B

Provides More Detailed Information on the Topics Covered in Section A

Personnel **should** have a good knowledge of information contained within this section.

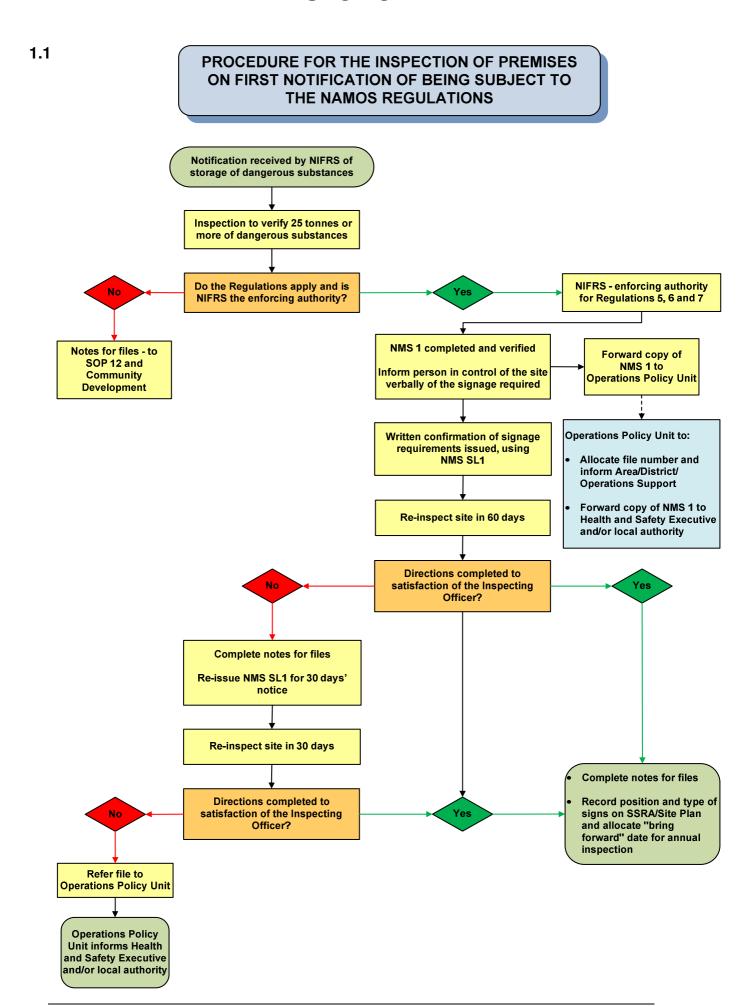
SECTION C

Background and Reference Material

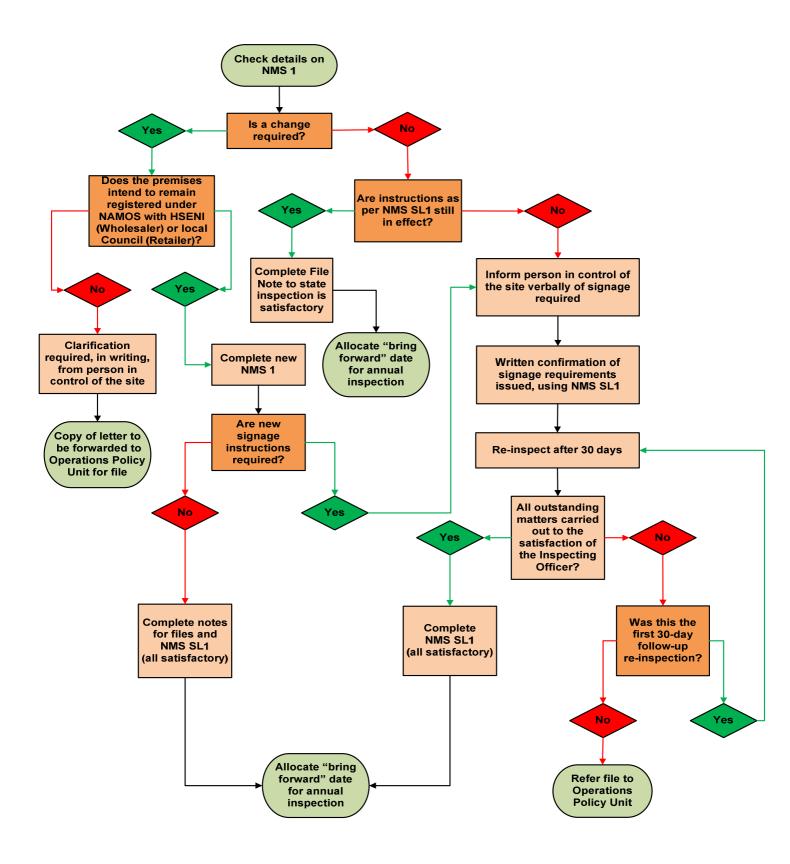
This section includes information which personnel *could* use for reference material.

It provides details of relevant legislation and reference material used during SOP development.

1 - SECTION A



PROCEDURE FOR RE-INSPECTION OF NAMOS REGULATION PREMISES



2 - SECTION B

2.1 SCOPE

This SOP covers the requirements placed upon Northern Ireland Fire & Rescue Service (NIFRS) by the 1992 Regulations. The purpose of the Regulations is to alert Fire & Rescue Services to the special firefighting hazards likely to be present at sites to which the Regulations apply.

2.2 CLASSIFICATION OF DANGEROUS SUBSTANCES

- The original classification of dangerous substances was by the Classification, Packaging and Labelling of Dangerous Substances Regulations (Northern Ireland) 1985.
- Through a number of amendments, the 1985 Regulations have been superseded, the current list of dangerous substances being contained in Chemicals (Hazard Information and Packaging for Supply) Regulations 2009 (know as Chemical Hazards Information and Packaging for Supply (CHIP) 4 Regulations.
- In reality, if a substance is listed in CHIP 4, it is deemed dangerous and the NAMOS Regulations may be applicable. The exceptions to this are detailed in schedule 1, paragraph 1, of the Regulations and are summarised as:
 - dangerous substances buried or deposited in the ground;
 - substances which are dangerous only because they are radioactive;
 - substances which are assigned to Class 1 Explosives;
 - aerosol dispensers, unless labelled in accordance with the Regulations, for supply or carriage.
- If a substance is not classified and included in the CHIP 4 list, then the NAMOS Regulations will not apply.

2.3 SITES COVERED

- With some exceptions, the Regulations apply either in whole or part to all sites housing a total of 25 tonnes or more of a dangerous substance as defined by CHIP 4.
- In deciding the total amount of dangerous substances at a site and if the Regulations apply, the following should be taken into consideration:
 - site means:
 - the whole of an area of land under the control of a person and includes a pier, jetty or similar structure, whether floating or not, or
 - a structure, whether floating or not, which is within the inland waters of Northern Ireland and which is under the control of a person;

- the person in control of the site is the person having such control in connection with the carrying on by him/her of a trade, business or other undertaking (whether for profit or not);
- total quantities present shall include any quantities of dangerous substances present in any vehicle, vessel, aircraft or hovercraft under the control of the person in control of the site (site owner), which is used for storage purposes at the site. Quantities in a vehicle, vessel, aircraft or hovercraft which is used for transporting them or in their fuel tanks, shall not be included in the total quantities.
- The main effect of discounting quantities being transported is to disapply the Regulations at lorry parks, transport depots or railway transit terminals.
- Some sites may hold 25 tonnes or more of dangerous substances for short periods only. Farms, as an example, may hold stocks of ammonium nitrate on a seasonal basis; the Regulations still apply.

2.4 REQUIREMENTS OF THE REGULATIONS

- Sites are required to notify NIFRS (Regulation 4):
 - if they are storing 25 tonnes or more of dangerous substances as classified by CHIP 4;
 - of the following details:
 - name and address of the person making the notification;
 - full postal address of the site;
 - general description of the nature of the business on site;
 - a list of the classifications of dangerous substances present;
 - the date on which the total quantity of 25 tonnes or more of dangerous substances will be present, or if present, a statement to that effect:
 - of any changes to circumstances at the site.
- The requirement to notify the storage of 25 tonnes or more is enforced by the Health and Safety Executive (HSE) for Northern Ireland for wholesalers and local authority for retailers. This general rule is based on the enforcement of the Health and Safety at Work (Northern Ireland) Order as detailed in the Health and Safety (Enforcing Authority) Regulations (Northern Ireland) 1999.
- NIFRS is the enforcing authority for the following Regulations (except when the site is occupied by a District Council, Police Service of Northern Ireland, NIFRS, or Crown):

Regulation 5 – Site Access Markings

This requires a warning sign (see Appendix "2" – Figure 1) to be positioned at the main entrance to the site.

Regulation 6 – Site Location Markings

These are to be placed at prominent positions on or close to the actual storage location (see Appendix "2" - Figures 2 - 13).

Regulation 7 – Signs to be Kept Clean and Free from Obstruction

The person in control of the site is to ensure that any signs are easily read. Inspecting Officers should, when giving direction as to the siting of signage, take account of possible obstructions, eg, placing signs on doors or in locations which may become obscured.

2.5 INSPECTION PROCESS

- The purpose of the inspection process is to verify that 25 tonnes or more of dangerous substances are stored on site and that the Regulations therefore apply. The net result is the requirement to provide warning signs detailing the types of dangerous substances present and therefore provide early warning to responding crews.
- Providing it is certain that the Regulations apply during an inspection, the Inspecting Officer shall give verbal instructions as to the location of signs, their type (in accordance with the hazard classification) (see Appendix "2"), and possibly their size; these instructions will be followed up with an NMS SL1.
- Initial inspections or any subsequent inspections where verbal and written instructions are to be given to the person in control of the site, should be carried out by a Station Commander (SC) or above. Programmed annual inspections initially do not require an SC, however, any non-compliance of the Regulations must be dealt with by an SC or above.
- If, during re-inspection, the Inspecting Officer is informed or observes that the amount of dangerous substances has fallen below the NAMOS Regulations' threshold, or the site is no longer used as a storage site for dangerous substances as outlined in the Regulations, then the procedure in the flow chart at point 1.2 should be applied.
- Notification of the existence of such sites shall be in one of three ways:
 - in writing, from the person in control of the site;
 - in writing, from the HSE;
 - following site identification as a result of other Fire & Rescue Service duties, eg, firefighting, safety inspections, etc.
- It is recommended that a spare NMS 1 form is taken when inspecting the site to allow for any necessary amendments to the original form. When completed and dangerous substances and quantities are verified by inspection, this form must be checked for accuracy (eg, correct spelling of chemicals, etc) then forwarded (electronically, if possible to emergencyplanning@nifrs.org) to the Operations Policy Unit, Fire & Rescue Service Headquarters.

- When a new NMS 1 form is received, the Operations Policy Unit shall allocate a reference number and forward a copy of the NMS 1 form to the relevant enforcing authority (HSE and/or local authority).
- The Operations Policy Unit will sample audit the completed NMS 1 forms to ensure that those substances listed are correctly classified. The responsibility for knowing if the substances on site are dangerous lies solely with the site operator, who should know the nature of the hazards they deal with.

2.6 SIGNS

The European Commission has recommended a formula for calculating the dimensions of safety signs for distances up to 50 metres. This gives a maximum sign area of 1.25 m². The purpose of this is to ensure that responders do not place themselves at risk in order to read the warning sign. The formula is:

$$A = \frac{L^2}{2000}$$

Where: A = area of sign in square metres,

- L = greatest distance in metres from which the sign must be understood, up to 50 m*.
- * Beyond 50 m a practical solution for the size of signs should be adopted.
- All sites where the NAMOS Regulations are applicable must display a warning sign bearing the exclamation mark symbol, as defined by BS5499, at such places as will give adequate warning to Firefighters before entering the site in an emergency. An example of an access sign is shown in Appendix "2".

Important

NAMOS sites should be inspected annually and there will be a necessity to complete an SOP 12 (Operational Intelligence) Site-Specific Risk Assessment, along with a Community Development inspection. A co-ordinated approach to these visits is imperative.

2.7 CHANGES IN LEGISLATION

 New European law on chemicals was introduced on 1 December 2010. It is the new European Regulation on the Classification, Labelling and Packaging of Substances and Mixtures – known as the CLP Regulation.

- Chemicals classified as dangerous were previously published in the "Approved Supply List" (ASL). This list provided suppliers with hazard classification details and the warning symbols to be used. The only entry into force of the CLP Regulation has meant there is no longer a need for the ASL.
- Under CLP, all classifications are now "harmonised". Countries in the Untied Nations and the European Union have worked together to agree a classification and labelling system that can be used worldwide. The outcome is the Globally Harmonised System of Classification and Labelling of Chemicals – known as GHS. The GHS provides a single system to identify hazards and to communicate them in transporting and supplying chemicals across the world.
- The GHS is not law. European Union Member States agreed to adopt the GHS through a direct acting Regulation, the European Regulation (EC) No 1272/2008 on Classification, Labelling and Packaging of Substances and Mixtures; this is CLP.
- The CLP Regulation came into effect on 1 December 2010 for the classification of substances and will be effective for mixtures (formerly preparations) from 1 June 2015. Therefore, CLP fully replaces CHIP on 1 June 2015, and the following applies:

1 December 2010 to 1 June 2015

 Suppliers must classify substances according to both CHIP and CLP. They must label and package according to CLP.

1 June 2015 onwards -

Suppliers must classify, label and package according to CLP.

With the removal of the approved supply list, the link below may assist with the classification of substances. It should be noted that the responsibility for classification lies with the person in control of the site, who should have a knowledge of hazards of the substances stored on site.

http://ecb.jrc.ec.europa.eu/classification-labelling/clp/

3 - SECTION C

3.1 REFERENCES

- Regulation (EC) No 1272/2008 of the European Parliament and of the Council;
- A Guide to Dangerous Substances in Harbour Areas Regulations 1987 HSE;
- Approved Classification and Labelling Guide (Sixth Edition) Chemicals (Hazard Information and Packaging for Supply) Regulations 2009 (CHIP 4);
- CHIP for Everyone HSE;
- CHIP the Law Great Britain and Northern Ireland HSE;
- Chemicals (Hazard Information and Packaging) Regulations (Northern Ireland) 1993;
- The Chemicals (Hazard Information and Packaging for Supply)
 Regulations 1994;
- List of Symbols, Abbreviations, Risk and Safety Phrases HSE;
- A Guide to the Classification, Packaging and Labelling of Dangerous Substances Regulations (Northern Ireland) 1985;
- Classification, Packaging and Labelling of Dangerous Substances Regulations (Northern Ireland) 1985;
- CLP Regulation: Implications and Guidance HSE;
- The Health and Safety (Enforcing Authority) Regulations 1989;
- Health and Safety (Safety Signs and Signals) Regulations (Northern Ireland) 1996;
- European Regulation (EC) No 1272/2008 on Classification, Labelling and Packaging of Substances and Mixtures (CLP Regulation) adopting in the EU the Globally Harmonised System (GHS) – HSE;
- Operational Circular (OC) 317/4 HSE;
- An Introduction to CHIP 4 HSE;
- The Dangerous Substances (Notification and Marking of Sites) Regulations 1990;

- The Dangerous Substances (Notification and Marking of Sites)
 Regulations (Northern Ireland) 1992;
- The Chemicals (Hazard Information and Packaging for Supply) Regulations (Northern Ireland) 2009;
- Globally Harmonised System of Classification and Labelling of Chemicals (GHS) – United Nations Economic Commission for Europe (UNECE).

CONCLUSION

The Operations Policy Unit, NIFRS Headquarters has conducted extensive research and investigation to revise this SOP for NAMOS. This document contains inspection flow charts for new and existing sites, standard letters to administer these inspections and information relating to NIFRS's statutory responsibilities within the Regulations.

The purpose of the review is to allow greater local authority and responsibility for the processes and to allow greater integration with other inspections being carried out at District level.

This SOP now constitutes NIFRS Training Note.

The SOP is supported by training and awareness sessions provided by Emergency Planning, Operations Policy Unit, NIFRS Headquarters.

Kevin Synnott

Ken Smoth

Group Commander (Operations Policy)

Index, Pro Forma and Standard Letters Relating to the Administration of NAMOS

NMS 1: Site controller's notification pro forma.

NMS SL1: Confirmation of verbal directions to the person in control of the site.

NMS SL2: Letter to relevant authority (HSE and/or local authority), enclosing

a copy of NMS 1.

NMS SL3: Letter to alternative enforcing authority, enclosing a copy of

NMS 1.

NMS SL4: Written confirmation of contraventions under the NAMOS

Regulations, where NIFRS is not the enforcing authority.

NORTHERN IRELAND FIRE & RESCUE SERVICE

DANGEROUS SUBSTANCES (NOTIFICATION AND MARKING OF SITES) REGULATIONS (NORTHERN IRELAND) 1992

PLEASE USE BLOCK CAPITALS		
Name and address of notifier:		
Full postal address of site where 25 tonnes or more of		
dangerous substances are		
present at any one time:		
<u> </u>		
General description of		
business at the site:		
		
Please state whether		
wholesaler or retailer:		
		
Classification of Dangerous Substance	as which are ar are liable to be	Please
Classification of Dangerous Substance present	s which are, or are hable to be	tick (√) relevant
present		box(es)
Non-Flammable Compressed Gas		,
Toxic Gas		
Flammable Gas		
Flammable Liquid		
Flammable Solid		
Spontaneously Combustible Substance		
Substance which in contact with water em	its Flammable Gas	
Oxidizing Substance		
Organic Peroxide Toxic Substance		
Corrosive Substance		
Harmful Substance		
Other Dangerous Substance		
1 - 1. 1 4. 190. 040 0400 talloo		1

Please ensure that total quantities (tonnes, etc) of all dangerous substances are entered in the appropriate sections and all sections of the above form are completed.

Classification of Dangerous Substances	Amount (tonnage)	UN No	CAS No	
Non-Flammable Compressed Gas				
Toxic Gas				
Flammable Gas				
Flammable Liquid				
Flammable Solid				
Spontaneously Combustible Substance				
Substance which in contact with water				
emits Flammable Gas				
Oxidizing Substance				
Organic Peroxide				
Toxic Substance				
Corrosive Substance				
Harmful Substance				
Other Dangerous Substance				
If not, anticipated date when they will be present: As person in control of the site, I confirm that the above information is a true and accurate account of substances stored or likely to be stored on site.				
Signature: (print)(Person in control of the site)	Signature:			
Date:				
Telephone/Mobile No:	24-Hour No:			
Signature: (print)(Inspecting Officer)	Signature:			
Date:				

AREA/DISTRICT HEADED PAPER

Ref:	Ref:				
Date	Date:				
The	person in control of the site:				
Nam	e of site:				
Addr	Address of site:				
		on:			
Date	Date of inspection:				
Inspe	ecting Officer:				
Dear	Sir/Madam				
	e: Dangerous Substances (Notification and Marking of Sites) Regulations (Northern Ireland) 1992				
Follo	wing an inspection of the above site, I	must inform you:			
1	Access Marking – Regulation 5				
	*Signs found to be in place are satisfactory;				
	*Signs are required to be displayed at such locations as will give adequate warning to Firefighters before entering the site in an emergency, that dangerou substances are present. These signs shall be warning signs as defined by BS 5378.				
	Location(s), type and size of access marking sign(s) required				
	Location	Size			

2				
Ref:				
Date:				
Addres	SEE.		•	

The signs shall bear an exclamation symbol (without text), and be of the size indicated (see Appendix "2" – Figure 1). The sign(s) listed must be displayed before (**Date – 30/60 days' notice**).

2 Location Marking – Regulation 6

*Signs found to be in place are satisfactory;

or

*Signs are required to be displayed at such locations within the site an Inspecting Officer may direct. These signs shall be warning signs as defined by BS 5378.

Location(s), type and size of location marking sign(s) required

Location	Type of Symbol and Text	Size

The signs shall bear the appropriate symbol and text, and be of the size indicated (see Appendix "2" - Figures 2 - 13). The sign(s) listed must be displayed before (**Date** - 30/60 days' notice).

3 Signs to be Kept Clean, etc

Regulation 7 requires the person in control of the site to ensure, as far as is reasonably practicable, that safety signs are kept clean and free from obstruction.

I would point out that under Regulation 4 you are required to inform NIFRS and the Health and Safety enforcing authority of the following changes:

- the cessation of the presence of dangerous substances at the site, other than a temporary cessation;
- the reduction of the total quantity of dangerous substances present at the site to below 25 tonnes, other than a temporary reduction;

3 Ref:
Ref: Date:
Addressee:
 any change in the list of classifications previously notified on form NMS 1.
Yours faithfully
Name:
Area Commander
**NB
Should existing signs be satisfactory, DO NOT include Appendix "1".
* Delete as appropriate ** Delete

NIFRS HEADQUARTERS HEADED PAPER

Ref:
Date:
Name and address of relevant authority – HSE and/or local authority:
Dear Sir/Madam
Re: Dangerous Substances (Notification and Marking of Sites) Regulations (Northern Ireland) 1992
For your information, I attach a copy of form NMS 1 relating to:
Name and address of site:
Should you require further assistance, please do not hesitate to contact the Assistan Group Commander (Emergency Planning) at Fire & Rescue Service Headquarters.
Yours faithfully
Name: Group Commander (Operations Policy) Operations Department
Enc
Copy to: NAMOS File

NIFRS HEADQUARTERS HEADED PAPER

Ref:
Oate:
lame and address of enforcing authority:
Door Civ/Modom
Pear Sir/Madam
Re: Dangerous Substances (Notification and Marking of Sites) Regulations (Northern Ireland) 1992
or your information, I attach a copy of form NMS 1 relating to:
lame and address of site:
Should you have any queries, please consult with the Group Commander Operations) [Group Commander (insert name)], who can be contacted at (insert rea, eg, Eastern) Area Command Headquarters, (insert address) – Telephone lumber: (insert number).
ours faithfully
lame:
Group Commander (Operations Policy) Operations Department
inc
Copy to: GC (insert name) – (insert Area) Area Command NAMOS File

NIFRS HEADQUARTERS HEADED PAPER

Ref:	HEADED PAPER
Date:	
Name and address of enforcing authority:	
Dear Sir/Madam	
Re: Dangerous Substances (Notification and (Northern Ireland) 1992	d Marking of Sites) Regulations
Name and address of site:	
The person in control of the site:	
Site representative present during inspection: _	
Date of inspection:	
Inspecting Officer:	
During the above inspection, the detail(s) listed unsatisfactory and require rectification:	below was/were found to be

2	
Ref:	
Date:	
Addresse	ee:
assistanc	, for your information, a copy of NMS 1. Should you require further e, please do not hesitate to contact the Assistant Group Commander ncy Planning) at Fire & Rescue Service Headquarters.
Yours fait	hfully
•	ommander (Operations Policy) ns Department
Enc	
Copy to:	Group Commander (Operations) – (insert Area) Area Command NAMOS File

HAZARD SYMBOLS AND WARNINGS

Figure 1



General Indicating Hazard Symbol

This symbol will be positioned at the main entrance to a site, as specified under the NAMOS Regulations.

Figures 2-13 shown over will be positioned at prominent positions close to the actual storage location in/on, or under the site specified under the NAMOS Regulations.

HAZARD SYMBOLS AND HAZARD WARNINGS

Figures 2 - 13

Classification	Hazard Warning Symbol and Text
Non-Flammable Compressed Gas	Figure 2
	3
	Compressed Gas
Toxic Gas	Figure 3
	Toxic Gas
Flammable Gas	Figure 4
	Flammable Gas

Classification	Hazard Warning Symbol and Text
Flammable Liquid	Figure 5
	Flammable Liquid
Flammable Solid	Figure 6
	Flammable Solid
Spontaneously Combustible Substance	Figure 7
	Spontangously Combustible
	Spontaneously Combustible

Classification	Hazard Warning Symbol and Text
Substances which when in contact with water emits Flammable Gas	Figure 8
	Dangerous when Wet
Oxidising Substance	Figure 9
	Oxidising Agent
Organic Peroxide	Figure 10
	Organic Peroxide

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Classification	Hazard Warning Symbol and Text
Toxic Substance	Figure 11
	Toxic
Corrosive Substance	Figure 12
	Will Will
	Corrosive
Harmful Substance	Figure 13
Dangerous Substance	
Mixed Hazards	
	Dangerous Substance