Hazardous Substances

1. Introduction

Contractors working on LLA premises may use or encounter a range of hazardous substances, including chemicals, solvents, oils, fuels, dusts and other materials that can harm people or the environment if not properly controlled. Exposure can occur through inhalation, skin contact, ingestion or direct contact with corrosive or irritant substances. Some health effects may be immediate, while others - such as occupational diseases - may only appear years later.

All contractors must comply with the Control of Substances Hazardous to Health (COSHH) Regulations, relevant Approved Codes of Practice, and any applicable environmental legislation. Hazardous substances must be managed in a way that prevents harm to workers, airport staff, passengers, the public and the wider environment.

2. General Requirements

- Contractors must properly plan and manage all work involving hazardous substances.
- COSHH risk assessments must be completed for all COSHH-related tasks, regardless of scale, and submitted via the CMS as part of the Work Authorisation process.
- COSHH assessments must be supported by up-to-date Safety Data Sheets (SDS) and must reflect the actual task, exposure levels and controls required.
- Substances classified as toxic, very toxic, corrosive, flammable, explosive or environmentally hazardous must not be used without agreement from the LLA Representative.
- Contractors must ensure that hazardous substances are handled in a way that minimises the risk of spills, leaks or accidental release.
- Where a substance may cause nuisance (e.g., strong odour, fumes, dust), contractors must agree suitable controls with the LLA Representative before use.
- All workers involved in COSHH tasks must be trained, competent and briefed on the specific hazards and controls.

3. COSHH Control Measures

- Contractors must follow the recognised hierarchy of control when planning work involving hazardous substances. In order of priority:
    1. **Eliminate** the use of the harmful substance where possible.
    2. **Substitute** for a safer form (e.g., paste instead of powder).
    3. **Modify the process** to reduce emissions or exposure.
    4. **Enclose** the process to prevent escape of the substance.
    5. **Use local exhaust ventilation** or extraction at source.
    6. **Limit the number of people exposed** to the substance.
    7. **Provide suitable PPE** (gloves, coveralls, respirators etc.) ensuring it fits the wearer and is compatible with other controls.
- Where controls rely on items 5, 6 or 7, contractors must ensure these measures work together effectively.

4. Storage of Hazardous Substances

- Containers must always be kept closed when not in use to prevent evaporation, spills and environmental harm.
- Hazardous substances must be stored in bunded containers with appropriate hazard labels.
- Storage areas must be kept away from drains, protected from vehicle impact, and kept tidy.
- Bunds must be maintained and kept free of rainwater.
- Drip trays must be used when transferring liquids or where spills are likely (e.g., refuelling, maintenance).
- Oils and fuels must be stored in line with the Control of Pollution (Oil Storage) (England) Regulations, including:
    - bund capacity of 110% of the largest container, or 25% of the total volume stored (whichever is greater)
    - hoses and connection points contained within the bund
    - containers kept locked when not in use
    - tanks and containers kept in good condition to prevent leaks
- Flammable and highly flammable substances must be stored in accordance with DSEAR requirements.
- Substances must be returned to stores when not in use; vehicles and storerooms must be kept tidy.

5. Spill Response and Environmental Protection

- Spill kits must be provided as part of the site setup where required by the contractor's assessment.
- Spill kits must be accessible, suitable for the substances on site, and maintained.
- Any spill, leak or accidental release must be contained immediately and reported to the LLA Representative.
- Waste generated from spills or COSHH activities must be disposed of correctly.
- For environmental guidance or disposal queries, contractors should contact the LLA Environmental Team.