



Plan for emergencies

Must put in place measures identified in the **STEPS** and be ready to act

Survey

Where identified in the **STEPS**, carry out exposure monitoring and health surveillance

Use and Maintain

Must ensure control measures are used correctly, checked and tested regularly and thoroughly maintained

Prepare and Support Employees

Must provide Information, Instruction, Training and Supervision to ensure correct use of controls

Prevention or Control Measures

Must put in place the **STEPS** needed before work starts

Risk Assessment

When using any hazardous material, you must carry out a risk assessment to identify and determine the health hazards of the substance being used, the potential routes and likely extent of exposure and the potential health risks from exposure.

Identify the **STEPS** needed to prevent or control exposure

The Essential **STEPS** to safe working with Hazardous Substances

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