



DUBAI AVIATION CITY CORPORATION OHSE CODE OF PRACTICES



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DACC CODE OF PRACTICE – OHSE NOC FOR CHEMICAL
STORAGE



OHSE NOC FOR CHEMICAL STORAGE
DACC (DUBAI SOUTH) Code of Practice
Document Reference No.: DACC.DS.OPS.OHSE.OPA.02.CS

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1.0 INTRODUCTION

- (a) This Code of Practice (COP) are mandatory to all duty holders, entities or organizations operating within the Dubai South jurisdiction. This COP is designed to incorporate requirements set by Dubai Aviation City Corporation (DACC) Occupational Health, Safety and Environment (OHSE) Department and Dubai South Management. If requirements of this document conflict with requirements set by another regulatory authority, employers / organizations are required to follow the more stringent requirement.
- (b) Operational facilities means the business operating within Dubai South such as Offices, Educational Institutions, Medical Facilities, Logistics and Warehouse Facilities, Factories, Recreational Facilities, Multi Store Apartments, Retail Facilities, etc. and all other facilities which are registered under Dubai South License.
- (c) *Dubai Municipality Code of practice for the Management of Dangerous Goods* provides further information on how duty holders can comply with the requirements of this COP. The information contained within the Dubai Municipality Code of Practice for the Management of Dangerous Goods is seen as best advice and following information within the Dubai Municipality Code of Practice for the Management of Dangerous Goods will assist duty holder in complying with the requirements of this COP.
- (d) A duty Holder is defined as;
- (i) the person(s) who owns or is in control, through contact or tenancy, of non-domestic premises;
 - (ii) With regard to multiple tenanted premises, the duty holder shall be the person who owns or is in control of the building, including access and egress.
 - (iii) All other persons shall cooperate with the with the duty holder to allow them to comply with their duties requirements under this COP.

1.1 Objective

The aim of this COP is to ensure that all Businesses within the Jurisdiction of Dubai South Logistic District are in full compliance with requirements of Dubai South and other relevant Local & Federal Authorities with regards to storage and handling of Chemicals (DG & Non DG). Nothing in this COP shall relieve the duty holders /companies from the compliance/requirements of any other Local or Federal Regulatory Agencies.

2.0 COMPETENCE TRAINING AND AWARENESS

- (a) Duty holder shall ensure that OHSE training complies with the requirements of:
- (i) *Dubai Aviation City Corporation (DACC) OHSERF - Regulations 6 – Competence , Training and Awareness;*
- (b) Duty holder shall ensure that employees and other persons required to implement the requirements of this COP or those who have a direct role in the management, supervision or



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monitoring of the requirement of this COP are trained and competent to fully understand the requirements.

- (c) When dangerous substances are to be handled, stored or stowed, the workers concerned should be given adequate information / briefing in the form of tool box talk and recorded as special precautions to be observed. Briefing should include actions to be taken in the event of a spillage or accidental escape from containment.
- (d) The requirements for specific training needs within the facility shall be identified, assessed and in accordance with *Dubai Aviation City Corporation (DACC) - Regulation 6 – Competence, Training and Awareness*.
- (e) Duty holder shall maintain a record of the required training that contains the following:
 - (i) Company, name and company employee ID number;
 - (ii) Emirates ID number / Dubai South ID Pass;
 - (iii) Topic / subject of training;
 - (iv) Training provider;
 - (v) Date of training; and
 - (vi) Person conducting the training.

3.0 REQUIREMENTS

3.1 Roles & Responsibilities

Duty holder shall undertake their roles and responsibilities in accordance with the general requirements of *Dubai Aviation City Corporation (DACC) OHSERF – Regulation 5 – Leadership, Roles, Responsibility and Self-Regulation*.

3.2 Storage, Handling and Transportation

- (a) Duty holder shall ensure storage, handling and transportation of chemicals is in line with the requirements of *Dubai Aviation City Corporation (DACC) COP – DACC.DS.OPS.OHSE.CGF.01.SH – Control of Substances Hazardous to Health and Dangerous Goods*.
- (b) Chemicals are to be handled and stored very carefully. The duty holder shall be fully responsible for the handling/storage and transportation of his Chemicals/Dangerous Goods. Best International Practices shall be followed for Management of Dangerous Goods, including mandatory Local Regulations. All hazardous chemicals and substances must be stored in a protected/secured place with limited access. Chemicals handling, storage and Chemical Safety Data Sheets/Manuals, supplied by the manufacturer or supplier, must be observed strictly. It is the responsibility of the duty holder to obtain Material Safety Data Sheets, share them with the concerned employees and display them.
- (c) No chemicals and/or dangerous goods are permitted for storage/handling without prior approval from the *Dubai Aviation City Corporation (DACC) OHSE Department*. The storage area has to be



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approved by the Authority and accordingly an Environment Impact Assessment (EIA) and Risk Assessment (RA) study has to be carried out by the employer/client through a Competent Person prior to commencement of construction in line with *Dubai Aviation City Corporation (DACC) – OHSERF – Regulation 2 – Risk Management*. The Environment Impact Assessment & Risk Assessment study requirements (including site suitability) shall need to be assessed by the Competent Department based on quantity and flammability/toxicity/hazardous nature of the chemicals/products. All Risk Assessment Studies shall assess relevant Environment, Health and Safety Risks associated with the project. No storage/handling of chemicals is permitted in the lessee premises unless specifically approved by the *Dubai Aviation City Corporation (DACC) OHSE Department*.

- (d) There shall be no open storage of any type of chemical in the duty holder premises and any such storage/placement (unless specifically approved for a temporary period) shall be considered a serious violation of DACC – Dubai South OHSE requirements. ***Dangerous Goods are not permitted in Standard pre-built units.***
- (e) All building/warehouse facilities for storing/handling/manufacturing chemicals/dangerous goods shall be provided with Emergency Eye Wash with Quick drench shower in line with *Dubai Aviation City Corporation (DACC) OHSERF – Regulation 13 – Emergency Management*.
- (f) The flooring of the chemical storage warehouse shall be in line with chemical/acid resistant coating/lining.
- (g) All electrical & lighting fittings/fixtures and wiring etc. in hazardous chemical storage/handling/manufacturing warehouse/area shall be of dust & explosion proof type and shall meet the requirement of *Dubai Aviation City Corporation (DACC)–DACC. DS.OPS.OHSE.OST.02.ES – Electrical Safety at work & NFPA 70*.
- (h) All liquid hazardous chemicals store should be provided with spill collection pits connected to appropriate High-density polyethylene (HDPE) lined holding tanks.
- (i) Instruction signage for chemical handling to be displayed at chemical storage/handling area. Pictorial signage should be used where ever practically possible in line with *Dubai Aviation City Corporation (DACC) OHSERF – Regulation 9 – Project and Operational Control*.
- (j) Appropriate Personal Protective Equipment shall be provided to workforce involved with chemical handling in accordance with *Dubai Aviation City Corporation (DACC) COP – DACC.DS.OPS.OHSE.OST.10.PP – Personal Protective Equipment*.
- (k) The provision for Fire Runoff water/drainage collection system for chemical contaminated water for minimum 30 minutes fire system operation shall be provided.
- (l) Chemical waste disposal shall meet Dubai Municipality / Environmental Control Rules and Requirement.
- (m) Perfumery products, alcohol, tires and other highly flammable products storage/manufacturing such as cigarette lighters etc. should be stored in a controlled temperature and all the electrical fittings



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should be under classified category as per Material Safety Data Sheet and *Dubai Aviation City Corporation (DACC) COP – DACC.DS.OPS.OHSE.OST.02.ES – Electrical Safety at Work*. The fire protection requirements shall be as per *Dubai Aviation City Corporation (DACC) COP – DACC.DS.OPS.OHSE.FLS.01.FL – Fire and Life Safety and Dubai Civil Defense requirements*.

- (n) Dubai Municipality Code of Practice for Management of Dangerous Goods to be referred and adhered to. It should be noted that from time to time various U.A.E. Government Departments issue Controlled and Prohibited Chemicals. It remains the responsibility of the duty holder to ensure that he/she does not deal with such substances without requisite approvals from *Dubai Aviation City Corporation (DACC) OHSE Department*.

3.3 Segregation and Separation (compatibility) methods of hazardous materials

The basic principle of proper storage is to keep hazardous materials away from others to avoid any reactions that could cause serious impacts on human health or the environment (Table A-1). Based on international standards for storing hazardous materials, the most important procedure to follow when segregating substances is to adhere to the Material Safety Data Sheets for the materials (Table A-2).

Table A-1. Examples of Some Incompatible Chemicals and the Hazards that could occur

| REACTION | HAZARD |
|---|-------------------------|
| Acid + caustic | Heat or spattering |
| Acid + oil from grease | Fire |
| Aluminum powder + ammonium nitrate | Explosion |
| Chlorine gas + acetylene | Explosion |
| Ammonia + bleach (or another chlorine source) | Toxic chloramines |
| Sodium cyanide + sulfuric acid | Lethal hydrogen cyanide |

Table A-2. Segregation and Separation Requirements for Hazardous Materials

| CLASS | 1.1 | 2.1 | 2.2 | 2.3 | 3.1 | 4.1 | 4.2 | 4.3 | 5.1 | 5.2 | 6.1 | 8 |
|-------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|---|
| 1.1 | | C | C | C | C | C | C | C | C | C | C | C |
| 2.1 | C | | | C | B | B | C | B | C | C | B | B |
| 2.2 | C | | | C | A | A | B | A | A | B | A | A |
| 2.3 | C | C | C | | C | C | C | C | C | C | C | C |
| 3.1 | C | B | A | C | | B | B | B | C | C | B | A |
| 4.1 | C | B | A | C | B | | B | B | C | C | B | A |
| 4.2 | C | C | B | C | B | B | | B | C | C | B | A |
| 4.3 | C | B | A | C | B | B | B | | C | C | B | B |
| 5.1 | C | C | A | C | C | C | C | C | | B | B | B |
| 5.2 | C | C | B | C | C | C | C | C | B | | C | B |
| 6.1 | C | B | A | C | B | B | B | B | B | C | | A |
| 8 | C | B | A | C | A | A | A | B | B | B | A | |

The separation of segregation of 2 different classes of hazardous materials is indicated by the code shown at the intersection of the vertical column corresponding to one class and the horizontal row corresponding to the other class.

A. Must be separated by at least 3 meters.



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- B. Must be separated by at least 5 meters.
- C. Must not be stored in same room or space. Minimum separation of 10 meters between storage areas.

Table A-3 indicates the minimum separation requirements between each hazard class division in the storage area and the distance between chemical storage and working areas.

| Minimum Space (in Meters) | Category |
|---------------------------|-------------|
| 50 | 1 |
| 5 | 2.1 |
| 5 | 2.2 |
| 15 | 2.3 |
| Minimum Space (in Meters) | Category |
| 10 | 3.1 |
| 5 | 4.1 and 4.2 |
| 5 | 5.1 and 5.2 |
| 5 | 6.1 and 6.2 |
| 5 | 8 |

3.4 Hazard Warning Labels

The purpose of hazard warning labels is to immediately alert employees and others at a facility that hazardous materials in storage areas have the potential to cause harm to human health and the environment. The appropriate hazard warning label must be securely affixed to each stored container or package containing hazardous materials. The hazard warning labels for the hazard classes are presented below.



3.5 Trade in Dangerous goods

In order to comply with *Dubai Aviation City Corporation (DACC) OHSERF – Regulation 3 – Legal Compliance*;



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- (i) Only properly licensed companies may trade in Dangerous Goods - Non Dangerous Goods chemicals within Dubai South Jurisdiction.
 - (ii) Licensed companies which trade but do not have a warehouse for chemical storage must not store Dangerous Goods at any place; they must be transported directly from port to user.
 - (iii) Trading companies shall be responsible for incidents which occur in transport and must provide insurance cover for transporting it in Dubai South.
 - (iv) Trading company must ensure imported material is correctly labeled.
 - (v) Trading companies are responsible for obtaining and passing on the Material Safety Data Sheet to end user.
 - (vi) Exported goods or goods sent to other Emirates must meet the labeling and documentation standards of Dubai South or of the importing country/Emirate which ever are the higher.
 - (vii) Producers of Dangerous Goods in Dubai South must have regular analysis reports of contents, purity etc.
 - (viii) Companies distributing petroleum products must prominently display safety warnings to clients and should not fill vehicle fuel tanks unless the vehicles engine is stopped and it is safe to do so.

4.0 REVIEW PROCEDURE

Prior Permission (as applicable) from other concerned authority(s) as listed in section 5.0 of this procedure are pre-requisite to any submission to *Dubai Aviation City Corporation (DACC) OHSE Department* for chemical storage approval. The duty holder shall check the list of restricted, controlled and prohibited chemicals thru Integrated Hazardous Materials Management System (IHMMMS) website <https://www.hazmat.ae>. If the chemical is listed in the restricted/controlled/prohibited list then a copy of required NOC from the relevant/concerned department/ministry must be submitted along with the request for storage approval.

4.1 Submission of Request (DACC OHSE – Application for Chemical Storage)

The duty holder representative shall submit the request for Storage of Chemical using Chemical Storage Request Form (DACC.OHSE.P.06.NOC.F02). Attachments to be provided are:

- Material Safety Data Sheet (MSDS)
- Copy of Trade license, OFC & OHSSE NOC for OFC
- Risk assessment / Environmental Impact Assessment for the chemical UN classes



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- Layout drawing for:
 - ✓ The storage area of these chemicals & segregation arrangements.
 - ✓ Wherever applicable the location of the existing Drainage system.
 - ✓ Fire Protection arrangements shall be shown in the submitted drawings.
 - Quantity of the chemicals to be stored
 - Existing quantity of chemical from same class.
 - Chemical Handlers / Certified DG handlers (Copy of certificate)
 - Relevant Authority Approvals (Attach Copy of approvals)
 - CD - Soft Copy of all required documents

4.2 Submission fee

Fee for review shall be paid prior to the submission of application and copy of Payment Receipt shall be submitted along with the application form. Submissions without payment will not be accepted for review.

- Review fee for chemical for storage: AED 500 per list of 10 chemicals. VAT @ 5% and AED 20 for Knowledge & Innovation fee applies to each submission.

4.3 Review of documents

- Upon receipt of the above documents from the client representative, the **Dubai Aviation City Corporation (DACC) OHSE Department** will complete the review process for comments/approval.
- Site visit(s) will also be carried out during the review process by **Dubai Aviation City Corporation (DACC) OHSE** personal as and when required.
- Initial report may also be sent to the duty holder if modification of the existing facility is required in order to make suitable for the proposed materials storage requirements.
- DACC –OHSE NOC/Comments will be issued to the duty holder upon the completion of final review process



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4.4 Issuing of NOC

- Upon successful completion of the final review process by the respective DACC OHSE member the final NOC will be prepared and issued to the duty holder to commence the storage of the chemicals.

4.5 Non – Compliance

Dubai Aviation City Corporation (DACC) OHSE Team shall monitor the chemical storage practices by the customer in accordance with the conditions of NOC. In case of failure to comply with all the requirements in the NOC, an appropriate Violation Notice in accordance with *Dubai Aviation City Corporation (DACC) OHSE Regulations* will be issued. Penalties may apply as deemed necessary by the Authority.

4.6 Review Guidelines

The following general guidelines will apply for the review of individual requests submitted by the customers.

- The chemical are checked for prohibited / restricted category thru website www.hazmat.ae.
- Concerned authority approvals/NOC (if applicable) is available.
- Chemical storage activity included in the trade license.
- Firefighting system is available and fire safety precautions are in place in line with UAE Fire and Life Safety Code as required by the Material Safety Data Sheet.
- Spill control measures are implemented as per Material Safety Data Sheet.
- Segregation measures as per table # 1 (Appendix-A) are in place.
- Chemical handling and disposal measure are in place as required by Material Safety Data Sheet.
- Adequate numbers of trained & certified DG handlers are deployed.
- Proper labeling system is implemented.
- Adequate first aid facility including trained first aider, eye wash facility and drench shower is provided.



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- Emergency arrangements are in line with *Dubai Aviation City Corporation (DACC) COP – DACC.DS.OPS.OHSE.OST.03.EP – Emergency Preparedness*.
- Adequate Personal Protective Equipment provided to all personnel involved in the handling of chemicals as per *Dubai Aviation City Corporation (DACC) COP – DACC.DS.OPS.OHSE.OST.10.PP – Personal Protective Equipment*.

5.0 RECORD KEEPING

- Employer / client shall ensure record keeping in accordance with the requirements of *Dubai Aviation City Corporation (DACC) OHSERF – Regulation 8 – Document Control and Record Management*.
- Employer / client representative shall ensure records of all Chemical Storage DACC OHSE NOC and master control sheets are maintained for the entire period when chemicals are stored in the warehouse and at least 1 year after end of storage.

6.0 REFERENCES

| NO. | DOCUMENT NAME | DOCUMENT NO. |
|-----|--|---|
| 1 | Risk Management | DACC OHSERF – Regulation 2 |
| 2 | Legal Compliance | DACC OHSERF – Regulation 3 |
| 3 | Competence, Training and Awareness | DACC OHSERF – Regulation 6 |
| 4 | Document Control and Record Management | DACC OHSERF – Regulation 8 |
| 5 | Project and Operational Control | DACC OHSERF – Regulation 9 |
| 5 | Emergency Management | DACC OHSERF – Regulation 13 |
| 6 | Emergency Preparedness | COP – DACC.DS.OPS.OHSE.OST.03.EP |
| 7 | Fire and Life Safety | COP – DACC.DS.OPS.OHSE.FLS.01.FL |
| 8 | Electrical Safety at work | COP – DACC.DS.OPS.OHSE.OST.02.ES |
| 9 | Personal Protective Equipment | COP – DACC.DS.OPS.OHSE.OST.10.PP |
| 10 | Control of substances hazardous to health & Dangerous Goods | COP – DACC.DS.OPS.OHSE.CGF.01.SH |
| 11 | Code of Practice for the Management of Dangerous Goods in the Emirate of Dubai | DM |
| 12 | UAE Fire & Life safety 2017 | 2017 |
| 13 | Environment Protection Regulations in Dubai | Local Order No. 61/1991 |
| 14 | Dubai Municipality Technical Guidelines | 2011 |
| 15 | Federal Regulation for Handling Hazardous Materials, Hazardous Wastes and Medical Wastes | Issued by Cabinet Decree No. 37 of 2001 |
| 16 | Dubai Aviation City Corporation (DACC) OHSE Regulatory Framework | 2019 |
| 17 | Dubai Municipality Technical Guidelines | 2011 |