

Security sensitive substances – ammonium nitrate - agricultural use >

This information bulletin is designed to outline the minimum requirements to obtain a licence for agricultural use of Security Sensitive Ammonium Nitrate (SSAN). It should be read in conjunction with bulletin WH 04.07.01 – glossary of terms.

General

This bulletin applies to primary producers and does not cover the use of ammonium nitrate as a raw material for explosives manufacture. It is intended to assist primary producers securely store and transport SSAN in compliance with the new legislative requirements.

The following activities conducted by primary producers must only be conducted under the authority of a licence:

- purchase;
- transport;
- storage; and/or
- use.

An SSAN licence for primary producers may be a multi-purpose licence authorising some or all of these activities.

Usually, primary producers will only be authorised to store and use SSAN on their own properties, and not be authorised to supply or on-sell SSAN to others.

SSAN covers a range of ammonium nitrate fertilizers, including calcium ammonium nitrate, and fertilizer blends containing more than 45% ammonium nitrate.

Usually, primary producers will only be authorised to transport up to and including 5 tonnes of SSAN in a non-stop journey.

- if the transport of SSAN involves stops in which the vehicle is left unattended then such activities will need to be explicitly licensed.
- transport of SSAN must also meet *safety* requirements and a separate driver's licence under the Northern Territory dangerous goods legislation may be required.

This bulletin serves as information only. It describes the minimum requirements for the majority of primary producers using SSAN. In certain circumstances the regulatory authority (NT WorkSafe) may require additional security measures. This is most likely to be where an explosion *in situ* could result in substantial casualties, such as where large quantities of SSAN are stored near population centres or public facilities.

The requirements in other applicable Northern Territory legislation or codes of practice remain in place and require the full attention of primary producers storing and transporting SSAN.

putting safety first >



Requirements

A primary producer who buys, transports, stores or uses SSAN must have a licence from the regulatory authority. An application for a licence must be accompanied by a security plan that will be implemented, understood and complied with by all people at the property.

The security plan will provide information to the regulatory authority about how the primary producer will meet security requirements. In general, the security plan must meet the following requirements:

- 1) SSAN must be stored in a locked facility/container or be under constant surveillance;
- 2) there must be procedures for controlling access to this storage place;
- 3) SSAN is transported under the constant surveillance of an authorised person for the entire journey;
- 4) there must be procedures for checking and authorising persons with unsupervised access to SSAN, including
 - a) designating a responsible person (usually the licence holder) to maintain the security plan;
 - b) ensuring that people with unsupervised access to SSAN have had police and PMV checks; and
 - c) instruction of workers on the security plan procedures;
- 5) record keeping to record purchase and use of SSAN, with procedures to reconcile incoming and outgoing quantities; and
- 6) procedures for reporting to authorities any unexplained loss, theft, attempted theft or any other security incident involving SSAN.

The security plan

In order for primary producers to obtain a licence to use SSAN a security plan must be submitted to the regulatory authority. (Note: The regulatory authority will regard the security plan as a confidential document not to be further disseminated to any other agency.)

The security plan must include the following:

Minimum requirement 1: Site sketch map

The sketch map should show the general layout of the property. For larger properties, there should be a sketch of the overall site and a sketch of where the SSAN is stored.

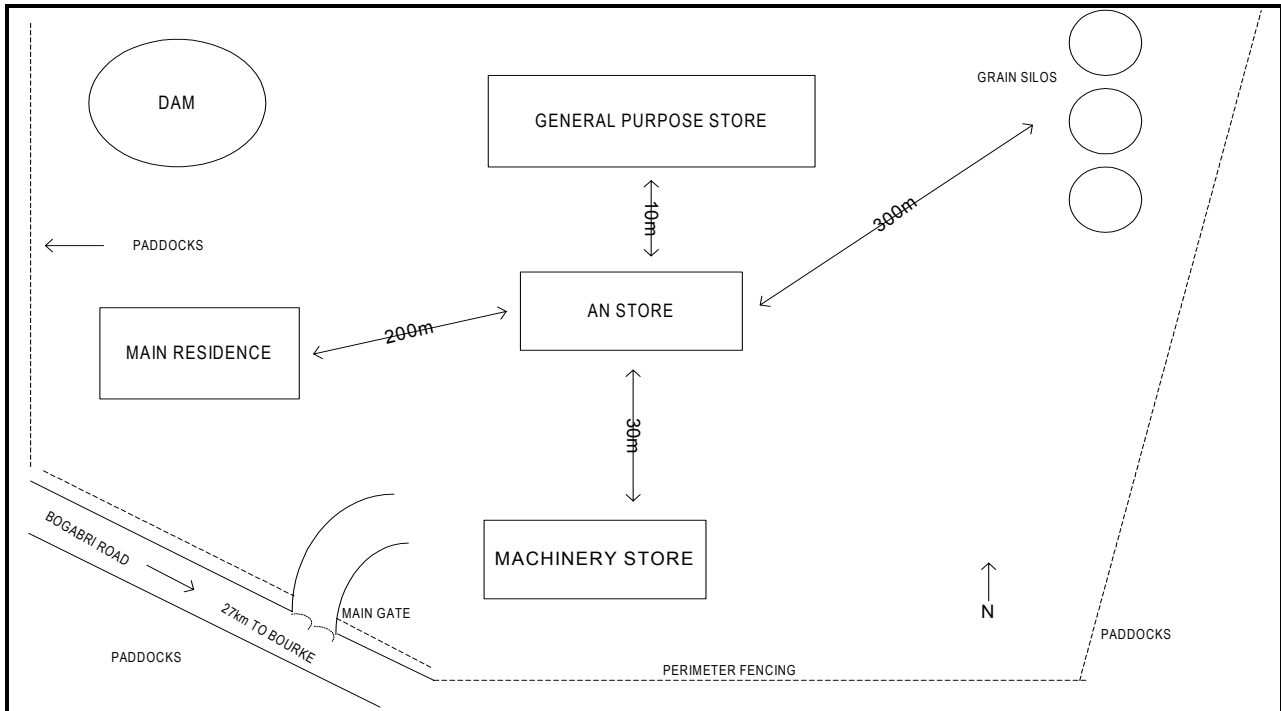
The sketch need not be drawn to scale, but distances between the SSAN store and other facilities should be indicated.

The sketch map should show:

- 1) property name;
- 2) address; and a
- 3) sketch showing
 - an indication of true north
 - public roads (with names and distance and direction to nearest town);
 - site main entrance;
 - other vehicle entry points;
 - internal road layout;
 - nature of adjoining properties and sites;
 - each SSAN store, including type of structure;

- distances between SSAN stores and residences and public places;
- distances to fuel storage and dangerous goods stores; and
- water access sources and emergency equipment such as hydrants, hoses, extinguishers.

Below is an example of a site sketch map. (Note: this sketch does not show internal roads as required).



Minimum requirement 2: List of authorised persons to have unsupervised access to SSAN
 The security plan must contain a list of all those on your farm, whether family or other workers, who will have unsupervised access to SSAN. These persons will be required to undertake a police and PMV check.

Should the licence holder later wish to add others to the list of authorised persons, these additional persons will be required to undertake a police and PMV check and, when cleared, added to the security plan in the form of a dated amendment to the list of authorised persons.

Minimum requirement 3: Details of your secure storage arrangements for SSAN
 You will need to supply details of your secure storage facility, including type and dimensions of structure, number and type of doors and windows, type of lock etc. SSAN must be in a secure store .

Minimum requirement 4: Details of secure transport arrangements (if transporting SSAN outside your property)

For transport of 5 tonnes or less of SSAN the security plan will need to confirm that:

- someone in the vehicle transporting the SSAN will be an authorised person;
- that SSAN will only be purchased from a licensed seller; and
- the SSAN will be transported under lock and key or constant surveillance.

Notes:

- 1) For transport outside these limits, that activity will require specific authorisation under a separate licence (refer bulletin 04.07.02).
- 2) The vehicle driver may also require an applicable driver's licence under the dangerous goods legislation.

Minimum requirement 6: Procedures and record keeping

You will be required to:

- 1) describe your procedures for controlling access to SSAN;
- 2) ensure workers on your farm are instructed in implementing your security plan and abide with procedures relating to secure storage, transportation and use of SSAN products;
- 3) notify both the local police and the regulatory authority immediately if you become aware of the theft, attempted theft, or unexplained loss of SSAN you have on your property or are transporting; and
- 4) keep records of purchase and use of SSAN for a period of 3 years. The following model may be used.

Date Procured	Record of Procurement (including licence no. of seller)	Quantity	UN no. *	Application quantity & Date(s) applied	Reconciliation/ Comments

* some products, such as calcium ammonium nitrate, will not have a UN number. In these instances other product identification details should be recorded, such as brand names etc.

Additional voluntary measures

Primary producers may wish to consider implementing other voluntary security measures in addition to the *minimum* requirements outlined above. Additional security measures may deter, detect or delay a potential offender, and the following should be considered.

Signage

- 'No Trespassing' signs posted at the gates and/or perimeter fencing
- 'Authorised Access Only' warning signs posted on or near storage facilities containing SSAN and other chemicals

Physical security

- Lockable gates at the entrance(s) to the farm
- Good quality chains and padlocks to lock doors and gates
- Windows within sheds fitted with quality locks
- Locating the SSAN storage facility within sight of the farm residence
- Storing other chemicals in separate locked storage areas
- Locking spreaders and other equipment when not in use
- Securing trucks left standing in paddocks overnight

Lighting

- Sensor lights installed in particular locations
- Light timers installed in isolated locations

Alarm systems

- Security alarm installed where SSAN and other dangerous goods are stored?
 - > Is the intruder alarm system manufactured and installed to Standards Australia Commercial and Domestic Alarm Systems?
 - > Is the system designed to provide maximum coverage of the shed/storage facilities?

Farm dogs or guard dog(s)

- to alert you to the presence of strangers around the farm

Further information

For further information please contact

NT WorkSafe >

GPO Box 4821

Darwin NT 0801

Telephone: 1800 019 115
Facsimile: (08) 8999 5141
Email: ntworksafe.deet@nt.gov.au
Website: worksafe.nt.gov.au