

Permanent Marker Inks (Black)

SECTION 1 - PRODUCT AND COMPANY IDENTIFICATION:

PRODUCT IDENTIFIER

PRODUCT NAME	Permanent Marker Ink (Black)
OTHER NAME	MA 3012 Plus black

DETAILS OF MANUFACTURE

MANUFACTURE NAME	DOKUMENTAL GmbH & Co KG
ADDRESS	Woellnerstraße 26, D-67065 Ludwigshafen
TEL & FAX. NO	Phone + 49 (0) 621/37702 321 Fax + 49 (0) 621/37702 391

DETAILS OF SUPPLIER

COMPANY NAME	Kincrome Australia Pty. Ltd (ABN: 41 007 185 006)
COMPANY ADDRESS	Australia 3 Lakeview Drive Caribbean Business Park Scoresby, Victoria 3179 AUSTRALIA New Zealand Level 29, 188 Quay Street, Auckland Central 1010 NZ

EMERGENCY CONTACT NO.

CONTACT NO.	Australia: 1300 657 528 New Zealand: 0011 64 2 7342 5754
POISONS INFORMATION CENTRE	Australia: 131 126 New Zealand: 0800 764 766

SECTION 2 - HAZARDS IDENTIFICATION:

CLASSIFICATION OF THE SUBSTANCE OR MIXTURE

HAZARDOUS CHEMICAL according to the WHS Regulations. DANGEROUS GOODS according to the ADG Code.

GHS CLASSIFICATION HAZARD CLASS AND CATEGORY	Flammable liquids – Category 3 Skin corrosion/irritation – Category 2 Serious eye damage/eye irritation – Category 1 Specific target organ toxicity – single exposure – Category 3, narcotic effects Germ cell mutagenicity – Category 2 Hazardous to the aquatic environment, long-term hazard – Category 2
GHS LABEL ELEMENTS - HAZARD PICTOGRAMS	 GHS02 Flame, GHS05 Corrosion, GHS07 Exclamation mark, GHS08 Health hazard, GHS09 Environment.
SIGNAL WORD	Danger
HAZARD STATEMENT(S)	
H226	Flammable liquid and vapour.
H315	Causes skin irritation.
H318	Causes serious eye damage.
H336	May cause drowsiness or dizziness.
H341	Suspected of causing genetic defects.
H411	Toxic to aquatic life with long lasting effects.
AUH066	Repeated exposure may cause skin dryness or cracking.

SECTION 2 - HAZARDS IDENTIFICATION (CONT-)

PRECAUTIONARY STATEMENT(S) PREVENTION

P201	Obtain special instructions before use.
P202	Do not handle until all safety precautions have been read and understood.
P210	Keep away from heat, hot surface, sparks, open flames and other ignition sources. No smoking.
P233	Keep container tightly closed.
P240	Ground and bond container and receiving equipment.
P241	Use explosion-proof electrical/ventilating/lighting equipment.
P242	Use non-sparking tools.
P243	Take action to prevent static discharges.
P261	Avoid breathing vapours/spray.
P264	Wash hands and exposed skin thoroughly after handling.
P271	Use only outdoors or in a well-ventilated area.
P273	Avoid release to the environment.
P280	Wear protective gloves/protective clothing/eye protection/face protection.

PRECAUTIONARY STATEMENT(S) RESPONSE

P303+P361+P353	IF ON SKIN: Take off immediately all contaminated clothing. Rinse skin with water or shower.
P302+P352	IF ON SKIN: Wash with plenty of water.
P332+P313	If skin irritation occurs: Get medical advice/attention.
P362+P364	Take off contaminated clothing and wash it before reuse.
P305+P351+P338	IF IN EYES: Rinse cautiously with water for several minutes. Remove contact lenses, if present and easy to do. Continue rinsing.
P310	IF IN EYES: Immediately call a POISON CENTER/doctor.
P304+P340	IF INHALED: Remove person to fresh air and keep comfortable for breathing.
P312	IF INHALED: Call a POISON CENTER/doctor if you feel unwell.
P308+P313	IF exposed or concerned: Get medical advice/attention.
P370+P378	In case of fire: Use water spray, alcohol-resistant foam, dry chemical or carbon dioxide to extinguish.
P391	Collect spillage.

PRECAUTIONARY STATEMENT(S) STORAGE

P403+P233	Store in a well-ventilated place. Keep container tightly closed.
P403+P235	Store in a well-ventilated place. Keep cool.
P405	Store locked up.

PRECAUTIONARY STATEMENT(S) DISPOSAL

P501	Dispose of contents/container in accordance with local/regional/national regulations.
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SECTION 3 - COMPOSITION / INFORMATION ON INGREDIENTS

MIXTURE OF THE SUBSTANCES LISTED BELOW WITH NONHAZARDOUS ADDITIONS.

CAS NO.	%[WEIGHT]	NAME
107-98-2	25-<50%	1-methoxy-2-propanol
71-23-8	25-<50%	1-Propanol
85536-14-7	3-<5%	Benzenesulfonic acid, 4-C10-13-sec-alkylderivs
83968-28-9	3-<5%	C. I. Basic Violet 1
495-54-5	1-<3%	C.I. Solvent Orange 3
6786-83-0	0.1-<1%	C.I. Solvent Blue 4

SECTION 4 - FIRST AID MEASURES

DESCRIPTION OF FIRST AID MEASURES

EYE CONTACT	If this product comes in contact with the eyes: - Immediately hold eyelids apart and flush the eye continuously with clean running water for at least 15 minutes. Remove contact lenses, if present and easy to do. Continue rinsing. - Ensure complete irrigation of the eye by keeping eyelids apart and occasionally lifting the upper and lower lids. - Immediately call a Poisons Information Centre or doctor. - Continue rinsing while awaiting medical advice, unless advised otherwise.
SKIN CONTACT	If skin contact occurs: - Immediately remove contaminated clothing and footwear. - Wash affected skin and hair thoroughly with running water and soap if available. - Do not use solvents or thinners to clean skin. - Wash contaminated clothing before reuse. - Seek medical advice/attention if irritation, redness, rash or other allergic skin reaction develops or persists.
INHALATION	If vapours, mist, spray or combustion products are inhaled: - Remove the person from exposure to fresh air. - Keep the person warm and at rest in a position comfortable for breathing. - Call a Poisons Information Centre or doctor if the person feels unwell, or if symptoms such as dizziness, drowsiness, headache, nausea, coughing, breathing difficulty or respiratory irritation occur. - If breathing is difficult, oxygen may be given by trained personnel. - If the person is not breathing, apply artificial respiration by trained personnel and seek urgent medical attention.
INGESTION	If swallowed: - Rinse mouth with water. Do not induce vomiting unless directed to do so by medical personnel. - Do not give anything by mouth to an unconscious person. - If vomiting occurs, keep the head lower than the hips or place the person on their side to help prevent aspiration. - Call a Poisons Information Centre or doctor if the person feels unwell. - Observe the person for delayed symptoms such as dizziness, drowsiness, nausea, vomiting or breathing difficulty.

MOST IMPORTANT SYMPTOMS AND EFFECTS, BOTH ACUTE AND DELAYED

- Causes serious eye damage.
- Causes skin irritation.
- Suspected of causing genetic defects.
- May cause drowsiness or dizziness.
- Vapours may cause headache, nausea, dizziness, drowsiness and respiratory discomfort.
- Repeated skin exposure may cause dryness or cracking.

INDICATION OF ANY IMMEDIATE MEDICAL ATTENTION AND SPECIAL TREATMENT NEEDED

- Treat symptomatically and supportively. This product contains volatile organic solvents. Following inhalation exposure, monitor for central nervous system depression and respiratory irritation, including dizziness, drowsiness, headache, nausea, coughing or breathing difficulty.
- If eye exposure occurs, immediate and continued irrigation is required, followed by urgent medical advice.
- If swallowed, do not induce vomiting. Vomiting may result in aspiration of the material into the lungs. If spontaneous vomiting occurs, keep the person's head lower than the hips or place the person on their side to help prevent aspiration.
- If aspiration is suspected, or if breathing difficulty develops after ingestion or vomiting, seek urgent medical attention. Symptoms of aspiration or lung irritation may be delayed. Provide oxygen or artificial respiration if required and only by trained personnel. Consult a Poisons Information Centre or medical practitioner as necessary.
- If exposed or concerned due to possible mutagenic effects, obtain medical advice/attention.

SECTION 5 - FIRE FIGHTING MEASURES

SUITABLE EXTINGUISHING MEDIA	Use water spray, alcohol-resistant foam, dry chemical or carbon dioxide. Do not use high volume water jet.
SPECIFIC HAZARDS ARISING FROM THE CHEMICAL	Flammable liquid and vapour. Vapours may form explosive mixtures with air. Heating may cause pressure build-up in closed containers, with risk of bursting. Combustion may produce hazardous decomposition products including carbon monoxide, carbon dioxide and other irritating or toxic fumes.
SPECIAL PROTECTIVE EQUIPMENT AND PRECAUTIONS FOR FIREFIGHTERS	Firefighters should wear full protective clothing and self-contained breathing apparatus (SCBA). Cool closed containers exposed to fire with water spray. Collect contaminated fire extinguishing water separately. Do not allow fire water to enter drains, sewers or waterways.

SECTION 6 - ACCIDENTAL RELEASE MEASURES

PERSONAL PRECAUTIONS, PROTECTIVE EQUIPMENT AND EMERGENCY PROCEDURES	Evacuate unnecessary personnel from the area. Wear appropriate personal protective equipment as described in Section 8 to prevent skin, eye and inhalation exposure. Provide adequate ventilation. Avoid breathing vapours, mist or spray. Avoid contact with skin and eyes. Remove all ignition sources. No smoking, sparks, flames or hot surfaces. Use non-sparking tools and take precautions against static discharge. Avoid exposure. Do not handle until all safety precautions have been read and understood.
ENVIRONMENTAL PRECAUTIONS	Prevent the product from entering drains, sewers, waterways, soil or confined spaces. The product is toxic to aquatic life with long lasting effects. If the spill enters waterways, drains or soil, notify the relevant local authority or environmental regulator.
METHODS AND MATERIALS FOR CONTAINMENT AND CLEANING UP	Contain the spill if safe to do so. Absorb with non-combustible liquid-binding material such as sand, earth, diatomaceous earth, vermiculite or universal absorbent. Collect absorbed material into suitable labelled containers for disposal in accordance with local regulations. Ensure adequate ventilation during clean-up. Wash contaminated surfaces with detergent and water after the spill has been removed. Do not allow wash water or rinsings to enter drains, sewers, surface water or waterways.

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SECTION 7 - HANDLING AND STORAGE

PRECAUTIONS FOR SAFE HANDLING	Obtain special instructions before use. Do not handle until all safety precautions have been read and understood. Use only in a well-ventilated area. Avoid breathing vapours, mist or spray. Avoid contact with skin and eyes. Avoid exposure during use. Wear appropriate protective equipment as described in Section 8. Keep containers tightly closed when not in use. Keep away from heat, sparks, open flames, hot surfaces and other ignition sources. No smoking. Take precautions against static discharge. Use only non-sparking tools and suitable explosion-proof equipment where vapours may be present. Prevent spills and leakage. Avoid release to drains, sewers, waterways and soil. Properly dispose of contaminated rags, absorbents and cleaning materials to prevent fire hazards and environmental contamination. Eating, drinking and smoking should be prohibited in areas where the product is handled, stored or used. Wash hands thoroughly after handling. Remove contaminated clothing and protective equipment before entering eating areas. Emergency eyewash facilities and safety showers should be available where the product is handled.
CONDITIONS FOR SAFE STORAGE	Store in the original container in a cool, dry and well-ventilated area. Store locked up. Keep containers tightly closed and upright when not in use. Store away from heat, direct sunlight, sparks, open flames and other ignition sources. Store away from oxidising agents, strong acids, strong bases, foodstuffs and animal feed. Store in an area suitable for flammable liquids, with solvent-resistant flooring where large quantities are stored or handled. Keep away from incompatible materials and prevent release to drains, sewers or waterways.

SECTION 8 - EXPOSURE CONTROLS/PERSONAL PROTECTION

CONTROL PARAMETERS / EXPOSURE LIMITS	1-methoxy-2-propanol CAS No. 107-98-2 TWA: 100 ppm / 369 mg/m³ STEL: 150 ppm / 553 mg/m³ 1-Propanol CAS No. 71-23-8 TWA: 200 ppm / 492 mg/m³ STEL: 250 ppm / 614 mg/m³ Notation: Skin absorption notation applies in New Zealand WES.
ENGINEERING CONTROLS	Use only in well-ventilated areas. Provide local exhaust ventilation where vapours, mist or spray may be generated. Keep airborne concentrations below applicable workplace exposure limits. Minimise exposure due to the mutagenicity classification. Keep away from ignition sources. Use explosion-proof ventilation and electrical equipment where flammable vapours may be present. Emergency eyewash facilities and safety showers should be available where the product is handled.
EYE / FACE PROTECTION	Avoid contact with eyes. Wear chemical safety goggles. Use a face shield in addition to goggles where splashing is possible.
HAND PROTECTION	Avoid skin contact. Wear chemical-resistant gloves. Nitrile gloves are recommended for normal handling and splash protection. For prolonged or repeated contact, glove suitability and breakthrough time should be confirmed with the glove supplier before use.
BODY PROTECTION	Wear suitable protective clothing to prevent skin contact and contamination of personal clothing. Where splashing is possible, wear a chemical-resistant apron or coveralls. Remove and wash contaminated clothing before reuse.
RESPIRATORY PROTECTION	Avoid breathing vapours, mist or spray. Where ventilation is inadequate or exposure limits may be exceeded, use an approved respirator fitted with an organic vapour filter, type A or equivalent. Respiratory protection must be selected, fitted, used and maintained in accordance with applicable workplace requirements.

SECTION 9 PHYSICAL AND CHEMICAL PROPERTIES

APPEARANCE	Black Liquid
ODOUR	Product specific
ODOUR THRESHOLD	Not available
PH VALUE	5.8 at 20°C
MELTING POINT / FREEZING POINT	Not available
INITIAL BOILING POINT / BOILING RANGE	96.5 °C - 97.5 °C Note: Indicative component-derived value for propan-1-ol. Finished mixture boiling point / boiling range is not available.
FLASH POINT	23 °C Note: Indicative component-derived value for propan-1-ol. Finished mixture flash point is not available.
EVAPORATION RATE	Not available
FLAMMABILITY	Flammable liquid and vapour
UPPER/LOWER FLAMMABILITY OR EXPLOSIVE LIMITS	Lower: 1.7% v/v Upper: 13.5% v/v Lower limit: indicative component-derived value for 1-methoxy-2-propanol. Upper limit: indicative component-derived value for propan-1-ol.
VAPOUR PRESSURE	19 hPa at 20°C Note: Indicative component-derived value for propan-1-ol.
VAPOUR DENSITY	Not available
DENSITY	0.9 g/cm ³ at 20°C
RELATIVE DENSITY	Not available
SOLUBILITY IN WATER	Fully miscible
PARTITION COEFFICIENT: N-OCTANOL/WATER	Not available
AUTO IGNITION TEMPERATURE	287 °C Note: Indicative component-derived value for 1-methoxy-2-propanol.
DECOMPOSITION TEMPERATURE	Not available
VISCOSITY	Dynamic viscosity: 4.5 mPa·s at 20°C Kinematic viscosity: Not available
EXPLOSIVE PROPERTIES	Product is not explosive. However, formation of explosive air/vapour mixtures is possible.
OXIDISING PROPERTIES	None
OTHER INFORMATION	Organic solvent content: 80.4% Water: 0.1% Solids content: 14.1%

Note: The physical and chemical properties listed above are indicative data only and are partially derived from component data. They are not binding product specifications.

SECTION 10: STABILITY AND REACTIVITY

REACTIVITY	No dangerous reaction known under normal conditions of use, storage and handling.
CHEMICAL STABILITY	Stable under recommended storage and handling conditions.
POSSIBILITY OF HAZARDOUS REACTIONS	Vapours may form explosive mixtures with air. No hazardous polymerisation is expected under normal conditions.
CONDITIONS TO AVOID	Avoid heat, direct sunlight, sparks, open flames, hot surfaces and other sources of ignition. Avoid accumulation of vapours and static discharge.
INCOMPATIBLE MATERIALS	Avoid contact with strong oxidising agents, strong acids, strong bases and peroxides.
HAZARDOUS DECOMPOSITION PRODUCTS	No hazardous decomposition products are expected under normal storage and handling conditions. Combustion or thermal decomposition may produce carbon monoxide, carbon dioxide and other irritating or toxic fumes.

SECTION 11 TOXICOLOGICAL INFORMATION

INFORMATION ON THE LIKELY ROUTES OF EXPOSURES	
INHALATION	Vapours, mist or spray may cause respiratory discomfort and central nervous system effects such as headache, dizziness, drowsiness, nausea or reduced alertness.
SKIN CONTACT	Causes skin irritation. Prolonged or repeated contact may cause dryness or cracking. May cause mild skin irritation, dryness or cracking, particularly following prolonged or repeated contact.
EYE CONTACT	Causes serious eye damage. Contact with eyes may cause pain, redness, watering, stinging, blurred vision and possible eye injury.
INGESTION	Ingestion may cause gastrointestinal discomfort, nausea, vomiting, dizziness or drowsiness. Aspiration of liquid into the lungs during swallowing or vomiting may cause lung irritation or injury.

DELAYED AND IMMEDIATE EFFECTS AND CHRONIC EFFECTS FROM SHORT AND LONG TERM EXPOSURE	
ACUTE TOXICITY	Not classified as acutely toxic based on available ingredient data and mixture classification.
SKIN CORROSION/IRRITATION	Classified as a skin irritant. Causes skin irritation. Prolonged or repeated exposure may cause skin dryness, cracking or irritation.
SERIOUS EYE DAMAGE/EYE IRRITATION	Causes serious eye damage.
RESPIRATORY/ SKIN SENSITIZATION	Not classified as a respiratory or skin sensitiser based on available information.
ASPIRATION HAZARD	Not classified as an aspiration hazard based on available information. However, aspiration of liquid into the lungs during swallowing or vomiting may cause lung irritation or injury.
GERM CELL MUTAGENICITY	Suspected of causing genetic defects.
CARCINOGENICITY	Not classified as carcinogenic based on available information.
REPRODUCTIVE TOXICITY	Not classified as toxic to reproduction based on available information.
SPECIFIC TARGET ORGAN TOXICITY SINGLE EXPOSURE	May cause drowsiness or dizziness.
SPECIFIC TARGET ORGAN TOXICITY REPEATED EXPOSURE	Not classified based on available information.

Note: Toxicological information is based on available ingredient data and mixture classification. Product-specific toxicological test data are not available.

SECTION 12: ECOLOGICAL INFORMATION

ECOTOXICITY	The product is classified as hazardous to the aquatic environment, long-term hazard – Category 2. Toxic to aquatic life with long lasting effects. Avoid release to drains, sewers, waterways and soil.
PERSISTENCE AND DEGRADABILITY	No product-specific data available.
BIOACCUMULATIVE POTENTIAL	No product-specific data available.
MOBILITY IN SOIL	No product-specific data available. The product is a liquid and is miscible in water; released material may be mobile in the water environment.
OTHER ADVERSE EFFECTS	Do not allow product to enter drains, surface water, groundwater or soil, even in small quantities.

SECTION 13: DISPOSAL CONSIDERATIONS

PRODUCT	Do not dispose of with normal waste. Do not allow product to enter drains, sewers or waterways. Where possible and permitted, recover or recycle unused material. Otherwise dispose of through an approved waste disposal contractor in accordance with applicable local, state and national regulations. Spilled product that cannot be recovered should be absorbed with suitable non-combustible absorbent material and placed into a suitable labelled container for disposal.
CONTAINERS	Empty containers may contain product residues and flammable vapours. Keep empty containers away from heat, sparks, open flames and other ignition sources. Do not pressurise, cut, weld, braze, solder, drill, grind or expose empty containers to heat or flame. Containers should be drained as completely as possible and disposed of or recycled through an approved waste disposal contractor in accordance with applicable regulations.
UNCLEANED PACKAGING	Dispose of uncleaned packaging in accordance with applicable official regulations.

SECTION 14: TRANSPORT INFORMATION

CLASSIFIED AS DANGEROUS GOODS BY ROAD, RAIL, SEA AND AIR.

U.N NUMBER	UN1263
U.N PROPER SHIPPING NAME	PAINT, ENVIRONMENTALLY HAZARDOUS
TRANSPORT HAZARD CLASS	Class 3 - Flammable liquid
PACKING GROUP	Packing Group III
ENVIRONMENTAL HAZARDS	Classified as environmentally hazardous for transport.
MARINE POLLUTANT	Yes
SPECIAL PRECAUTIONS FOR USER	Keep away from heat, sparks, open flames, hot surfaces and other ignition sources. Transport in accordance with applicable dangerous goods transport regulations.
HAZCHEM CODE	3Y
ADG / NZS 5433	UN1263, PAINT, Class 3, PG III, ENVIRONMENTALLY HAZARDOUS.
IMDG	UN1263, PAINT, Class 3, PG III, EmS F-E, S-E, Marine pollutant: Yes.
IATA	UN1263, PAINT, Class 3, PG III.
TRANSPORT IN BULK ACCORDING TO MARPOL AND IBC CODE	Not applicable for product as supplied.

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SECTION 15: REGULATORY INFORMATION

SAFETY, HEALTH AND ENVIRONMENTAL REGULATIONS SPECIFIC FOR THE PRODUCT

Poisons Schedule: Schedule 6, based on the presence of n-propyl alcohol / propan-1-ol at 25-<50%.

Australian Dangerous Goods Code: Classified as Dangerous Goods for transport. Refer to Section 14.

Industrial Chemicals: Industrial chemical ingredients must be introduced and used in accordance with applicable AICIS requirements. Supplier confirmation should be retained to support Australian Inventory of Industrial Chemicals status where required.

New Zealand Regulatory Information: HSNO Approval: HSR002662 - Surface Coatings and Colourants (Flammable) Group Standard 2020.

NZ HSNO / GHS classification basis: Flammable liquids - Category 3 / H226; Skin irritation - Category 2 / H315; Serious eye damage - Category 1 / H318; Germ cell mutagenicity - Category 2 / H341; Specific target organ toxicity - single exposure - Category 3 / H336; Hazardous to the aquatic environment, long-term hazard - Category 2 / H411. This product must be managed in accordance with the applicable EPA Notices and controls for the assigned group standard.

Chemical Safety Assessment: No chemical safety assessment has been provided for this mixture.

SECTION 16: OTHER INFORMATION

CHEMICAL EMERGENCIES

Australia: 13 11 26 Poisons Information Centre

New Zealand: 0800 764 766 National Poisons Centre

For transport or major spill emergencies, contact the applicable emergency response provider.

ABBREVIATIONS AND ACRONYMS

ADG Code: Australian Code for the Transport of Dangerous Goods by Road and Rail.

AICIS: Australian Industrial Chemicals Introduction Scheme.

AIIC: Australian Inventory of Industrial Chemicals.

CAS Number: Chemical Abstracts Service Registry Number.

GHS: Globally Harmonized System of Classification and Labelling of Chemicals.

HCIS: Hazardous Chemical Information System.

HAZCHEM: Emergency action code for dangerous goods incidents.

IATA: International Air Transport Association.

IMDG: International Maritime Dangerous Goods Code.

NZ EPA: New Zealand Environmental Protection Authority.

OEL: Occupational Exposure Limit.

SDS: Safety Data Sheet.

SWA: Safe Work Australia.

TWA: Time Weighted Average.

UN Number: United Nations Number.

KEY REFERENCES

Safe Work Australia, Model Code of Practice: Preparation of Safety Data Sheets for Hazardous Chemicals.

Safe Work Australia, Hazardous Chemical Information System (HCIS).

Safe Work Australia, GHS 7 hazardous chemical classification and labelling guidance.

Australian Code for the Transport of Dangerous Goods by Road and Rail, Edition 7.9.

Therapeutic Goods Administration, current Poisons Standard / Standard for the Uniform Scheduling of Medicines and Poisons (SUSMP).

Australian Industrial Chemicals Introduction Scheme (AICIS) / Australian Inventory of Industrial Chemicals (AIIC).

New Zealand Environmental Protection Authority, Chemical Classification and Information Database (CCID) and GHS 7 classification guidance.

New Zealand Standard NZS 5433, Transport of Dangerous Goods on Land.

Supplier Safety Data Sheet and available ingredient classification information.

REASON FOR ISSUE Revised SDS.

DISCLAIMER

The information in this Safety Data Sheet is based on data available to Kincrome Australia Pty Ltd at the date of issue and is believed to be correct at that date. The information is provided in good faith for health, safety and environmental purposes and does not constitute a product specification or warranty. Users should assess the suitability of the product for their intended use and ensure that it is handled, stored, transported and disposed of in accordance with applicable laws, regulations and workplace procedures.