

# Code of Conduct for Timber Preservative Treatment Organisations listed with TPAA

## 1. Introduction and Scope

This Code of Conduct sets out the minimum standards for all organisations, employees, and contractors involved in the preservative treatment of timber and timber products. Adherence to this Code demonstrates a commitment to operational excellence, environmental stewardship, public health, and ethical business practices.

## 2. Health and Safety

We commit to prioritising the health and safety of our employees, contractors, and the public throughout our operations.

### 2.1 Chemical Handling and Storage

- **Safety Data Sheets:** All employees have access to and are trained on the relevant Safety Data Sheets for every preservative chemical and additive used.
- **Containment:** Treatment facilities have appropriate containment systems (e.g., bunding, impermeable floors) to stop chemical leaks, spills, and any other requirements as specified in environmental licenses.
- **Secure Storage:** Preservatives, especially concentrates, are stored in secure, labelled areas accessible only to trained and authorised personnel.

### 2.2 Operational Safety

- **Personal Protective Equipment (PPE):** Use of appropriate PPE (including respirators, impervious gloves, and protective clothing) are strictly enforced during chemical mixing, treatment vessel loading/unloading, and waste handling as per individual organisational policies.
- **Emergency Response:** Comprehensive emergency response plans, including spill containment procedures, first aid stations, eye wash stations, and emergency shower facilities, are maintained.
- **Ventilation:** All enclosed treatment areas have adequate ventilation to ensure chemical vapour levels are kept below applicable occupational exposure limits.

### 2.3 Treated Wood Handling

- Employees are trained on the safe handling and processing (e.g., cutting, sanding) of preserved timber, including dust control and disposal protocols.

## 3. Environmental Stewardship

We commit to minimizing the environmental impact of our operations and protecting natural resources.

### 3.1 Waste Management

- **Zero Discharge:** Strive for a closed-loop system where possible, minimizing the generation of spent process solutions.
- **Hazardous Waste:** All hazardous waste materials, including chemical residues, contaminated sludge, spent preservatives, and heavily contaminated sawdust, are segregated, appropriately packaged, labelled, and disposed of by licensed and regulated hazardous waste disposal contractors.
- **Air Emissions:** Ensure compliance with local air quality regulations.

### 3.2 Water and Soil Protection

- **Storm water Control:** Implement controls to ensure rainwater and storm water runoff cannot come into contact with stored chemicals, treatment areas, or waste materials.
- **Process Water:** Any process water (e.g., cleaning water) is treated and/or recycled, or discharged only in strict accordance with a valid regulatory permit.

## 4. Product Quality

We will provide products that are effective, safe for their intended use, and fully compliant with industry standards or consumer law.

### 4.1 Treatment Standards

- **Retention and Penetration:** Ensure that preserved timber claiming to comply with the relevant standard or specification, is treated to meet or exceed the minimum preservative retention and penetration requirements defined in the Standard or specification for the target Hazard Class.
- **Quality Control:** Regular, documented quality control checks are performed on treated timber, including samples for chemical analysis and checks for correct sapwood penetration.

### 4.2 Branding and Documentation

- **Accuracy:** Treated timber is branded according to the requirements set out in the relevant specification document.

## 5. Compliance and Ethics

We commit to operating with integrity and in full compliance with all relevant laws and regulations.

### 5.1 Legal Compliance

- **Regulatory Adherence:** We shall comply with all local, regional, and national laws concerning chemical registration, occupational health and safety (OHS), environmental protection, and transportation of dangerous goods.
- **Permitting:** Maintain all required operating licenses, permits (e.g., discharge permits, chemical storage licenses), and regulatory approvals necessary for the treatment facility.

### 5.2 Ethical Conduct

- **Transparency:** Maintain transparent dealings with regulators, customers, and the supply chain.
- **Anti-Bribery:** Prohibit all forms of bribery, corruption, and unethical payments.
- **Conflict of Interest:** Ensure business decisions are made free from conflicts of interest.

## 6. Training and Accountability

We commit to continuously improving our practices through ongoing training and robust accountability mechanisms.

- **Continuous Training:** Ensure all personnel involved in treatment operations receive initial and recurring training on chemical handling, safety procedures, regulatory changes, and quality control techniques.
- **Record-Keeping:** Maintain accurate, auditable records for all treated batches, chemical inventories, waste disposal manifests, and quality control test results for the required legal duration.
- **Reporting Violations:** Employees are encouraged to report any suspected violations of this Code without fear of retribution.

## 7. Member Organization Acknowledgement

By signing below, the undersigned organization acknowledges that it has read, understood, and agrees to comply with the **Code of Conduct for Timber Preservative**

**Treatment Organisations listed with TPAA.** This commitment extends to all its employees, contractors, and operations.

Organisation Information	Acknowledgement
Organisation Name:	
Preservation plant number:	
Facility/Site Location	
Signature of Authorised Representative:	
Printed Name of Signatory:	
Title of Signatory:	
Date:	

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**For TPAA Use Only**

Received By:	
Date Processed:	