

Australian/New Zealand Standard™

**Handling and destruction of drugs**

Currently in preview, click buy full version

## **AS/NZS 4757:2002**

This Joint Australian/New Zealand Standard was prepared by Joint Technical Committee HE-006, Handling and Destruction of Drugs. It was approved on behalf of the Council of Standards Australia on 4 September 2002 and on behalf of the Council of Standards New Zealand on 3 September 2002. It was published on 15 October 2002.

---

The following are represented on Committee HE-006:

ACT Government Analytical Laboratory  
Attorney General's Department  
Australian Customs Service (Commonwealth)  
Australian Federal Police  
Australian Government Analytical Laboratories  
Commonwealth Department of Health & Ageing  
Commonwealth Director of Public Prosecutions  
Department of Justice (Victoria)  
Institute for Environmental Science and Research, New Zealand  
Medsafe, New Zealand Ministry of Health  
New Zealand Police  
N.S.W. Police Service  
National Crime Authority  
Pharmaceutical Society of New Zealand  
Queensland Police Service  
South Australia Police  
Victoria Police  
Western Australia Police

Additional interests participating in the preparation of this Standard:

Department of Public Prosecutions, W.A.  
Forensic Laboratory, Chemistry Centre, W.A.  
New Zealand Customs  
Northern Territory Police  
Tasmania Police

---

### **Keeping Standards up-to-date**

Standards are living documents which reflect progress in science, technology and systems. To maintain their currency, all Standards are periodically reviewed, and new editions are published. Between editions, amendments may be issued. Standards may also be withdrawn. It is important that readers assure themselves they are using the current Standard, which should include any amendments which may have been published since the Standard was purchased.

Detailed information about joint Australian/New Zealand Standards can be found by visiting the Standards Australia web site at [www.standards.com.au](http://www.standards.com.au) or Standards New Zealand web site at [www.standards.co.nz](http://www.standards.co.nz) and looking up the relevant Standard in the on-line catalogue.

Alternatively, both organizations publish an annual printed Catalogue with full details of all current Standards. For more frequent listings or notification of revisions, amendments and withdrawals, Standards Australia and Standards New Zealand offer a number of update options. For information about these services, users should contact their respective national Standards organization.

We also welcome suggestions for improvement in our Standards, and especially encourage readers to notify us immediately of any apparent inaccuracies or ambiguities. Please address your comments to the Chief Executive of either Standards Australia International or Standards New Zealand at the address shown on the back cover.

---

Australian/New Zealand Standard<sup>TM</sup>

## Handling and destruction of drugs

Published as AS/NZS 4757:2002.

### **COPYRIGHT**

© Standards Australia/Standards New Zealand

All rights are reserved. No part of this work may be reproduced or copied in any form or by any means, electronic or mechanical, including photocopying, without the written permission of the publisher.

Jointly published by Standards Australia International Ltd, GPO Box 5420, Sydney, NSW 2001 and Standards New Zealand, Private Bag 2439, Wellington 6020

ISBN 0 7337 4872 4

## PREFACE

This Standard was prepared by the Joint Standards Australia/Standards New Zealand Committee HE-006, Handling and Destruction of Drugs. It stems from a need, expressed by the Commonwealth Attorney-General's Department (Australia), for a Standard on destruction of drugs.

The objectives of this Standard are—

- (a) to establish an Australian and New Zealand Standard for the seizure, handling, storage, disposal and destruction of drugs and drug related materials;
- (b) to ensure the transparency and integrity of the process followed by the relevant authorities on seizure, handling, storage, disposal and destruction of drugs and drug related materials; and
- (c) to provide a procedure for handling and destruction of drugs, for the use of law enforcement agencies and regulatory agencies including Federal, State and Territory police services of Australia, the Australian Customs Service, forensic laboratories of Australia, the Therapeutic Goods Administration of Australia, New Zealand Ministry of Health, New Zealand Customs Service, the New Zealand Police and Institute of Environmental Science and Research Ltd and private contractors acting with the lawful authority of a relevant agency.

The term 'normative' has been used in this Standard to define the application of the appendix to which it applies. A 'normative' appendix is an integral part of a Standard.

## CONTENTS

	<i>Page</i>
FOREWORD.....	5
SECTION 1 SCOPE AND GENERAL	
1.1 SCOPE.....	6
1.2 APPLICATION .....	6
1.3 DEFINITIONS.....	6
1.4 STATEMENT OF PRINCIPLES .....	7
SECTION 2 SEIZING	
2.1 DRUGS SEIZURE.....	9
2.2 SEPARATING SEIZED ITEMS.....	9
2.3 BEFORE HANDLING DRUGS AND DRUG RELATED MATERIALS .....	9
2.4 PRECAUTIONS FOR HANDLING DRUGS AND DRUG RELATED MATERIALS .....	9
2.5 CONTAINERS .....	9
2.6 SEALING AND LABELLING .....	10
2.7 RE-SEALING.....	10
2.8 ISSUE OF RECEIPT .....	10
SECTION 3 TRANSPORT	
3.1 VEHICLES AND RELATED EQUIPMENT FOR TRANSPORTATION .....	11
3.2 STANDARDS AND REGULATIONS .....	11
3.3 TRANSPORT SERVICE PROVIDERS .....	11
3.4 SECURITY.....	11
SECTION 4 STORING DRUG SEIZURES	
4.1 DUTIES OF THE SEIZING OFFICER .....	12
4.2 SECURE STORAGE.....	12
4.3 DUTIES OF THE DRUG STORAGE OFFICER.....	12
SECTION 5 SAMPLING	
5.1 REASONS FOR SAMPLING.....	13
5.2 SAMPLES.....	13
5.3 TAKING OF SAMPLES .....	13
5.4 IDENTIFYING SAMPLES .....	13
SECTION 6 RELEASE OF DRUGS AND DRUG RELATED MATERIALS	
6.1 GENERAL.....	14
6.2 CONTINUITY RECORDS.....	14
6.3 RETURN OF RELEASED DRUG SEIZURE.....	14
SECTION 7 DISPOSAL AND DESTRUCTION	
7.1 HEALTH, SAFETY AND SECURITY .....	15
7.2 PRE-TRIAL DISPOSAL OR DESTRUCTION .....	15
7.3 NO FURTHER ACTION SEIZURES.....	15
7.4 DRUGS SEIZURES OTHERWISE RETAINED.....	15
7.5 PRE-DISPOSAL OR PRE-DESTRUCTION CHECKS.....	15
7.6 DISPOSAL AND DESTRUCTION PROCEDURES.....	15
7.7 COMPLETION OF DISPOSAL OR DESTRUCTION RECORD .....	15

## SECTION 8 AUDITING

8.1	INTERNAL AUDITING .....	16
8.2	AREAS TO BE AUDITED.....	16
8.3	EXTERNAL AUDITING .....	16

## APPENDICES

A	OCCUPATIONAL HEALTH AND SAFETY .....	17
B	STANDARDS, CODES AND LEGISLATION .....	20

Currently in preview, click buy full version

## FOREWORD

This Standard has been developed to provide the New Zealand and Australian Governments and other authorized agencies with procedures to minimize the harm associated with the handling, storage and disposal or destruction of drug seizures. The procedures are designed to be applicable in the broadest range of circumstances.

While the Standard has been written for the use of professionals working in this field, the procedures are intended to protect the health and safety of the entire community, reinforce community confidence in the actions of the authorities and meet the needs of the courts in each jurisdiction. In addition to procedures and practical considerations, the Standard also outlines basic principles such as integrity and accountability, security, and continuity of evidence.

Drugs and drug related materials are among the most potentially hazardous substances that law enforcement and regulatory agencies have to handle and store. For example, substances found at clandestine drug laboratories may be toxic, corrosive, volatile, flammable, explosive and carcinogenic. It is essential that procedures established for all professionals and agencies working in this field reflect health and safety issues and be structured so that the relevant health and safety standards and legislation can be applied (see Appendix A).

Drugs and drug related materials require the use of secure storage facilities and transparent rigorous accountability practices. Clearly, it is not in the interests of the community or the responsible agencies to store drug seizures for long periods of time. To reduce some of the associated risks and costs, the Standard advocates where practical, the taking of samples and destroying or disposing of the remainder of seizures before trial. The legislative requirements for sampling and pre-trial destruction will have to be considered by each jurisdiction.

Ultimately all jurisdictions must meet a range of legislative requirements in relation to drug seizures and this Standard is designed to complement those requirements.

## STANDARDS AUSTRALIA/STANDARDS NEW ZEALAND

**Australian/New Zealand Standard  
Handling and destruction of drugs**

## SECTION 1 SCOPE AND GENERAL

**1.1 SCOPE**

This Standard provides a generic procedure for the seizure, handling, storage, disposal and destruction of drugs and drug related materials for law enforcement purposes.

This Standard does not cover the mechanisms of various drug destruction techniques, for example, the details of incineration or mulching.

**1.2 APPLICATION**

This Standard covers the handling and destruction of drugs and drug related materials in the following circumstances:

- (a) Seizure.
- (b) Transport.
- (c) Storage.
- (d) Analysis.
- (e) Release for use in training and other approved programs.
- (f) Disposal and destruction.

**1.3 DEFINITIONS**

For the purpose of this Standard, the definitions below apply.

**1.3.1 Agencies**

Law enforcement, regulatory and forensic agencies including Federal, State and Territory police services of Australia, the Australian Customs Service, forensic laboratories of Australia, the Therapeutic Goods Administration of Australia, New Zealand Ministry of Health, New Zealand Customs Service, the New Zealand Police and Institute of Environmental Science and Research Ltd and private contractors acting with lawful authority.

**1.3.2 Auditing**

A process by which the integrity of the overall seizure, handling, storage and disposal or destruction of drug seizures is assessed.

**1.3.3 Certificate of analysis**

A certificate issued by a person authorized under relevant legislation that is admissible as *prima facie* evidence of the matters in the certificate.