Appendix 6 Minimum requirements for controlled drug receptacles

sections 118(1)(a) and 119(1)(a)

Part 1 Cabinets

1AA Definition for pt 1

In this part—

cabinet includes a safe that can be mounted to a wall but does not include an above-ground safe that is taken, under section 12, to be a secure place.

1AB Certain provisions not applicable to alarm cabinets

(1) Sections 1 to 4 do not apply to an alarm cabinet.

(2) In this section—

alarm cabinet means a metal cabinet that is fitted with an alarm that is activated if a person attempting to open the door of the cabinet does not open it in a particular way, including, for example, by using a combination.

1 Body requirements

(1) The body of a cabinet must be constructed of a single layer of mild steel plate at least 10mm thick and with continuous welding of all joints.

(2) The cabinet body must—

(a) incorporate—

(i) a full length steel lock keeper bar welded to the inside of the cabinet on the lock side; and

(ii) a full length steel bar welded to the inside of the cabinet on the hinge side that acts as a tamper-proof recess for a dog bar; and

(b) have, for installation—

(i) 4 suitably sized holes in the back plate; or

(ii) 2 suitably sized holes in the back plate and 2 suitably sized holes in the base of the cabinet.

2 Door requirements

(1) The door of a cabinet must be constructed of mild steel plate at least 10mm thick.

(2) When the cabinet door is closed, the door must—

(a) fit flush with the body of the cabinet; and

(b) have a clearance around the door of not more than 1.5mm.

(3) The cabinet door must incorporate—

(a) hardened steel plate, at the site of attachment of the lock, of an area that protects all parts of the lock from drilling; and

(b) a solid, full length dog bar, down the inside of the door on the hinge side, that recesses behind the bar mentioned in section 1(2)(a)(ii).

3 Lock requirements

(1) A cabinet lock must be—

(a) a 6-lever pick-proof lock; or

(b) a lock mechanism of a level of security equal to, or greater than a 6-lever pick-proof lock; or

(c) a tamper-proof combination lock of, or at least equivalent to, the 'Sergeant & Greenleaf' type.

(2) The cabinet lock must—

(a) be continuous welded to the inside face of the door; and

(b) incorporate a steel saddle around the lock, welded to the inside face of the door; and

(c) be fitted with a steel guard around the bolt of the lock, welded to the inside face of the door.

4 Hinge requirements

The hinges on the door of a cabinet must be—

(a) constructed of heavy-duty steel; and

(b) continuous welded to the door and the body of the receptacle; and

(c) tamper-proof; and

(d) concealed on the inside of the cabinet if possible.

5 Mounting requirements

(1) The cabinet must be mounted by one of the methods mentioned in sections 6, 7, 8 and 9.

(2) The methods are called, in order, type 1, 2, 3 and 4 mountings.

(3) The chief executive may certify another way of mounting that is of equal or greater security.

6 Type 1 mounting

(1) For type 1 mounting, a cabinet must be mounted to a concrete, brick or timber wall by 4 bolts made from heavy-duty galvanised steel or equivalent quality bolts, of at least 12mm diameter, that are passed through the wall and fastened inside the rear of the cabinet by steel 'cyclone' type washers and suitable nuts.

(2) However, for a timber wall, the bolts must pass through studs or noggings in the wall.

7 Type 2 mounting

(1) If type 1 mounting is not appropriate, a cabinet must be fixed to a concrete or brick wall by 4 dynabolts or other similar expanding type bolts.

(2) The bolts must—

(a) be heavy-duty galvanised steel bolts, or an equivalent quality bolt, of at least 12mm diameter; and

(b) be fixed as far into the concrete or brickwork as is practicable.

8 Type 3 mounting

(1) If the wall is of timber construction but the floor is of brick or concrete, the cabinet must, if possible, be mounted—

(a) to the floor—by 2 dynabolts or other similar expanding type bolts; and

(b) to the wall—by 4 coach screws into the studs or noggings in the wall.

(2) The bolts must be of at least 12mm diameter and the screws must be of at least 12.5mm diameter.

9 Type 4 mounting

(1) If there is no brick or concrete floor or wall to which a cabinet may be mounted—

(a) but there is a wall and a floor to which the cabinet may be mounted—the cabinet must be mounted by 4 coach screws into the studs or noggings of 1 wall and 2 coach screws through the base of the cabinet into the framework of the floor; or

(b) but there are 2 walls to which the cabinet may be mounted—the cabinet must be mounted by 4 coach screws into the studs or noggings of the rear wall and 2 coach screws through the side of the cabinet into the studs or noggings of the second wall.

(2) The screws must be of at least 12.5mm diameter.

Part 2 In-floor safes

10 Application of part

(1) If an in-floor safe has a door system similar to that described in part 1, the door, lock and hinge must comply with sections 2, 3 and 4.

(2) If subsection (1) does not apply, the safe must comply with section 11.

11 In-floor safe

An in-floor safe must—

(a) have a body constructed—

(i) of mild steel plate that is continuously welded to prevent moisture penetration; and

(ii) in a way that incorporates protective recesses on the locking and non-locking sides that accommodate lock bolts and dog bars when the safe is closed; and

(b) have—

(i) a 6-lever pick-proof lock; or

(ii) a lock mechanism that gives a level of security equal to, or greater than a 6-lever pick-proof lock; or

(iii) a tamper-proof combination lock; and

(c) be embedded in reinforced concrete at least 100mm thick.

Part 3 Above-ground safes

12 Certain safes taken to be a secure place

(1) An above-ground safe with the space between the inner and outer shell filled with concrete or another material that gives equal or better security than concrete, and weighing at least 305kg, is taken to be a secure place if—

(a) the safe door complies with section 14; and

(b) the safe lock complies with section 15.

(2) An above-ground safe weighing less than 305kg is taken to be a secure place only if it complies with this part.

13 Body of safe

(1) The body of an above-ground safe must—

(a) have at least 2 anchoring holes in its base, of a diameter large enough to firmly accommodate 12mm bolts; and

(b) incorporate recesses provided by welded steel bars down both sides inside the safe to give protection to lock bolts and dog bars when the safe is closed.

(2) The space between the inner and outer shell of the safe must be filled with concrete or another material that gives equal or better security than concrete.

14 Safe door

The door of an above-ground safe must—

(a) be constructed of steel plate at least 10mm thick; and

(b) be fitted with dog bars or lock bars on the inside of the door, and tamper-proof steel hinges continuously welded to the door and the body of the safe.

15 Safe lock

The lock of an above-ground safe—

(a) must be—

(i) a 6-lever pick-proof lock; or

(ii) a lock mechanism that gives a level of security equal to, or greater than a 6-lever pick-proof lock; or

(iii) a tamper-proof combination lock of, or equivalent to, the 'Sergeant and Greenleaf' type; and

(b) must be fitted with a steel saddle, continuously welded to the door, covering the lock mechanism.

16 Anchoring

(1) An above-ground safe must have a facility for anchoring it flush to the floor of a building.

(2) If the safe has legs, the legs must be removed before the safe is installed.

(3) The safe must be installed with its back and at least 1 side flush with, or as close as possible to, the walls of the building.

(4) If the floor is a concrete or brick floor, the safe must be anchored by at least 2 dynabolts or other similar expanding type bolts of at least 12mm diameter.

(5) If the floor is a timber floor, the safe must be anchored by cup-head bolts of at least 12mm diameter, penetrating through the timber framework of the floor, steel cyclone type washers measuring 50mm x 50mm, and appropriate nuts located inside the safe.

(6) If it is not possible to comply with subsection (4) or (5), the safe must be anchored to a timber floor by at least 2 coach screws of at least 12.5mm diameter secured into the timber framework of the floor.