

GOOD PRACTICES FOR SUPERVISION

This sheet provides advice on the competence, training and information needs of managers/supervisors at sites where there is potential exposure to silica dust.

It needs to be applied in a way that is relevant to the particular management arrangements at the site, ie some sites could have a detailed management structure, whereas others could have a single manager.



H&S MANAGEMENT SYSTEMS

- Employers should make sure that they are managing health and safety in line with a recognised H&S Management System (e.g. ISO 45000, OHSAS 18001:1999, ILO OSH 2001). In the absence of a formal system, employers should be able to display the presence of a system in line with Directive 89/391/EEC (Framework Directive), which is subject to formal auditing.
- Managers/Supervisors should understand their role within a H&S management system.



NEEDS OF MANAGERS/ SUPERVISORS

- Knowledge of health hazards of silica dust.
- Understanding of processes likely to cause problems.
- Understanding of control measures and their application.
- Knowledge and understanding of the Good Practice Guide and the application of relevant task guidance sheets.



INFORMATION

- Employers must provide sufficient information to managers/supervisors to meet the needs identified above.



TRAINING

- Employers need to ensure that their managers/supervisors are trained in order to meet the requirements placed upon them by the task guidance sheets. In particular this is to enable them to:
 - be an effective part of a system that checks that control measures are in place and that they are being followed.
 - check that procedures for cleaning and maintenance are being followed.
 - ensure that the health surveillance programme is being carried out for everyone that needs it.
 - make sure that employees have all the means to perform the items included in the employee checklists for each relevant task guidance sheet.
- Training for managers/supervisors needs to include, specifically, knowledge and understanding of the "Good Practice Guide on Workers Health Protection through the Good Handling and Use of Crystalline Silica and Products containing it".
- Training should also include the development of communication skills for managers/supervisors.
- Training must stress the importance of managers/supervisors setting a good example in following safe working procedures.

This guidance sheet is aimed at employers to help them comply with the requirements of workplace health and safety legislation, by controlling exposure to respirable crystalline silica.

Specifically, this sheet provides good practice advice on the role of managers/supervisors in helping to minimise exposure to respirable crystalline silica. i.e. to apply appropriate protection and prevention measures.

This document should also be made available to persons who may be exposed to respirable crystalline silica in the workplace, in order that they understand the roles and responsibilities of managers/supervisors.

This sheet forms part of the Good Practices Guide on silica dust prevention, which is aimed specifically at the control of personal exposure to respirable crystalline silica dust in the workplace.