

GOOD PRACTICES FOR BAG EMPTYING - SMALL BAGS

This sheet provides advice on emptying of small bags of products containing crystalline silica in a production unit, particularly those containing dry materials.



ACCESS

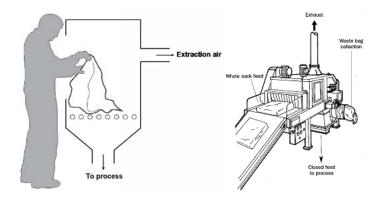
Restrict access to the work area to authorised personnel only.



A DESIGN AND EQUIPMENT

- Ensure bag emptying equipment is fit for purpose.
- Enclose the bag emptying equipment as much as possible and keep it under negative pressure by using a local exhaust ventilation system - refer to task guidance sheet 2.1.13.
- For small bags, the use of automatic or semi-automatic bag dumping stations is recommended for emptying the bags.
- Ensure workers tip the bag contents gently never dump them. Bags should be emptied with the open end facing away.
- Bag crushing creates a lot of dust. Workers should roll up empty bags within the extraction zone.
- In order to dispose of empty bags without creating dust, drop them into a large plastic sack supported and held open by a metal frame. When it is full, seal the sack and dispose of it in a suitable waste skip. DO NOT let the waste sack overflow. Alternatively, use a compactor equipped with a dust extraction system or which is fully enclosed.
- Bag emptying equipment should be connected to a suitable dust arrestment system (e.g. bag filter/cyclone). A permanent dust extraction system is preferred, though a stand-alone mobile unit is acceptable.
- Bag emptying equipment should be designed for easy access to all parts for maintenance, unblocking and cleaning. Access panels should be interlocked or have trip devices where necessary to prevent persons accessing dangerous parts of machinery.

- Consider providing mechanical/pneumatic assistance with bag handling.
- Where possible keep bag emptying equipment away from doors, windows and walkways to prevent draughts affecting the performance of dust extraction systems.
- Provide a clean air supply to the workroom to replace extracted air.



Manual Bag Emptying

Automated Bag Emptying

MAINTENANCE

- Ensure equipment used in the task is maintained as advised by the supplier/installer in efficient working order and in good repair.
- Replace consumables (filters etc.) in accordance with the manufacturer's recommendations.



ho examination and testing

- Visually check the cleaning equipment for signs of damage at least once per week or, if it is in constant use, check it more frequently. If used infrequently, then check it before each use.
- Obtain information on the design performance of dust suppression and/or extraction equipment from the supplier.
 Keep this information to compare with future test results.
- Keep records of inspections for a suitable period of time which complies with national laws (minimum five years).
- Put in place measures to control the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.

CLEANING AND HOUSEKEEPING

- Clean your workplace on a regular basis.
- Deal with spills immediately.
- DO NOT clean up with a dry brush or using compressed air.
- Use vacuum or wet cleaning methods.

EMPLOYEE CHECKLIST

TRAINING

 Give your employees information on the health effects associated with respirable crystalline silica dust. Provide employees with training on: dust exposure prevention; checking controls are working and using them; when and how to use any respiratory protective equipment provided and what to do if something goes wrong. Refer to task guidance sheet
 2.3.4 and part 1 of the Good Practice Guide.

SUPERVISION

- Have a system to check that control measures are in place and that they are being followed. Refer to task guidance sheet 2.3.3.
- Employers should make sure that employees have all the means to perform the checklist given below.



- Refer to task guidance sheet 2.1.15 dedicated to Personal Protective Equipment.
- Risk assessment must be carried out to determine whether existing controls are adequate. If necessary, respiratory protective equipment (with the appropriate protection factor) should be provided and worn.
- Provide storage facilities to keep personal protective equipment clean when not in use.
- Replace respiratory protective equipment at intervals recommended by its suppliers.

Make sure the If you think there is ventilation system a problem with yo

ventilation system
is working properly.
Make sure the dust
extraction system is
switched on and is
working correctly
before starting work.

Look for signs of damage,
wear or poor operation
of any equipment used.
If you find any problems,
tell your supervisor.

If you think there is a problem with your dust control equipment, ensure additional control measures are taken to reduce exposure to respirable crystalline silica dust while the problem persists.

Clear up spills straight away. Use vacuum or wet cleaning methods.

Clean up work rooms using vacuum or wet cleaning techniques.

Use handling aids

when available.

Use, maintain and store any respiratory protective equipment provided in accordance with instructions.

Check and implement the measures of controlling the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.

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 dust control during small bag emptying operations.

Following the key points of this task guidance sheet will help reduce exposure.

Depending on the specific circumstances of each case, it may not be necessary to apply all of the control measures identified in this sheet in order 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 may make the best use of the control measures which are implemented.



GOOD PRACTICES FOR BAG EMPTYING - BULK BAGS

This sheet provides advice on how to empty bulk bags (big bags) of products containing crystalline silica in a production unit, particularly those containing dry materials.



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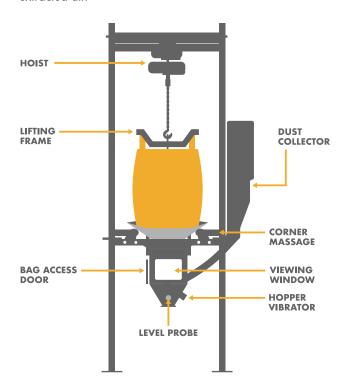
Restrict access to the work area to authorised personnel only.



A DESIGN AND EQUIPMENT

- Ensure bag emptying equipment is fit for purpose.
- Enclose the bag emptying equipment as much as possible and keep it under negative pressure by using a local exhaust ventilation system - refer to task guidance sheet 2.1.13.
- Manual bag cutting is not recommended without the use of personal protective equipment.
- For single trip bulk bags without inner liner, use bag emptying equipment featuring pyramidal cutting knives and a rubber membrane to seal off the bag bottom.
- For multiple trip bulk bags, a discharge system with vibrator plate should be used and this should be equipped with local exhaust ventilation.
- Where multiple trip bulk bags are used, which have inner liners, special dust-free outlet connection systems are available which have double ring seals and fully enclosed product discharge.
- In order to dispose of empty bags without creating dust, do not manually compress the empty bags. Instead, drop them into a large plastic sack supported and held open by a metal frame. When it is full, seal the sack and dispose of it in a suitable waste skip. DO NOT let the waste sack overflow. Alternatively, use a compactor equipped with a dust extraction system or which is fully enclosed.
- Bag emptying equipment should be connected to a suitable dust arrestment system (e.g. bag filter/cyclone)
- Bag emptying equipment should be designed for easy access to all parts for maintenance, unblocking and cleaning. Access panels should be interlocked or have trip devices where necessary to prevent persons accessing dangerous parts of machinery.

- Consider providing mechanical/pneumatic assistance with bag handling.
- Where possible keep bag emptying equipment away from doors, windows and walkways to prevent draughts affecting the performance of dust extraction systems.
- Provide a clean air supply to the workroom to replace extracted air.



$m{ imes}$ MAINTENANCE

- Ensure equipment used in the task is maintained as advised by the supplier/installer in efficient working order and in good repair.
- Replace consumables (filters etc.) in accordance with the manufacturer's recommendations.

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EXAMINATION AND TESTING

- Visually check the cleaning equipment for signs of damage at least once per week or, if it is in constant use, check it more frequently. If used infrequently, then check it before each use.
- Obtain information on the design performance of dust suppression and/or extraction equipment from the supplier. Keep this information to compare with future test results.
- Keep records of inspections for a suitable period of time which complies with national laws (minimum five years).
- Put in place measures to control the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.

CLEANING AND HOUSEKEEPING

- Clean your workplace on a regular basis.
- Deal with spills immediately.
- DO NOT clean up with a dry brush or using compressed air.
- Use vacuum or wet cleaning methods.

TRAINING

Give your employees information on the health effects associated with respirable crystalline silica dust.

Provide employees with training on: dust exposure prevention; checking controls are working and using them; when and how to use any respiratory protective equipment provided and what to do if something goes wrong. Refer to task guidance sheet 2.3.4 and part 1 of the Good Practice Guide.

SUPERVISION

- Have a system to check that control measures are in place and that they are being followed. Refer to task guidance sheets 2.3.3.
- Employers should make sure that employees have all the means to perform the checklist given below.



- Refer to task guidance sheet 2.1.15 dedicated to Personal Protective Equipment.
- Risk assessment must be carried out to determine whether existing controls are adequate. If necessary, respiratory protective equipment (with the appropriate protection factor) should be provided and worn.
- Provide storage facilities to keep personal protective equipment clean when not in use.
- Replace respiratory protective equipment at intervals recommended by its suppliers.

EMPLOYEE CHECKLIST Make sure the ventilation If you think there is Clear up spills straight system is working a problem with your away. Use vacuum or

properly. Make sure the dust extraction system is switched on and is working correctly before starting work.

> Look for signs of damage, wear or poor operation of any equipment used. If you find any problems, tell your supervisor.

dust control equipment, ensure additional control measures are taken to reduce exposure to respirable crystalline silica dust while the problem persists.

Use handling aids when available.

wet cleaning methods.

Clean up control rooms using vacuum or wet cleaning techniques.

Use, maintain and store any respiratory protective equipment provided in accordance with instructions.

Check and implement the measures of controlling the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.

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 dust control during bulk bag emptying operations.

Following the key points of this task guidance sheet will help reduce exposure.

Depending on the specific circumstances of each case, it may not be necessary to apply all of the control measures identified in this sheet in order 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 may make the best use of the control measures which are implemented.



GOOD PRACTICES FOR BULK ROAD TANKER LOADING

This activity covers bulk loading operations for road tanker transport of products containing crystalline silica, particularly those containing dry materials.



ACCESS

Restrict access to the work area to authorised personnel only.



🖎 DESIGN AND EQUIPMENT

- Ensure the loading equipment is adequate and well maintained.
- Provide a loading bellow chute capable of extracting enough air to keep the loading point under negative pressure.
- The loading bellow should be connected to a suitable dust extraction system (e.g. a bag filter/cyclone).
- Make arrangements to discharge the air, which is displaced during loading of bulk products, so that it can not escape from the vessel.
- Provide where possible closed and depressurised transport equipment with adequate de-dusting equipment.
- Where possible, incline de-dusting ducts so as to avoid settling of dust. Ensure minimal internal wear on ducts by selecting wear resistant materials, using adequate duct dimensions and by avoiding sharp bends.
- Design ducts with appropriate internal diameter (increasing as one approaches the de-dusting system) in order to maintain adequate transport velocities and to prevent settling of dust.
- Try to avoid leakages as much as possible.
- Control cabins should have their own clean air supply, or may be fitted with forced air filtration.







$igstyle \mathsf{MAINTENANCE}$

- Ensure equipment used in the task is maintained as advised by the supplier/installer in efficient working order and in good repair.
- Replace consumables (filters etc.) in accordance with the manufacturer's recommendations.

PEXAMINATION AND TESTING

- Visually check the cleaning equipment for signs of damage at least once per week or, if it is in constant use, check it more frequently. If used infrequently, then check it before each use.
- Obtain information on the design performance of the dust suppression and/or extraction equipment from the supplier.
 Keep this information to compare with future test results.
- Keep records of inspections for a suitable period of time which complies with national laws (minimum five years).
- Put in place measures of controlling the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.

CLEANING AND HOUSEKEEPING

- Clean your workplace on a regular basis.
- DO NOT clean up with a dry brush or using compressed air.
- Use vacuum or wet cleaning methods.

TRAINING

- Give your employees information on the health effects associated with respirable crystalline silica dust.
- Provide employees with training on: dust exposure prevention; checking controls are working and using them; when and how to use any respiratory protective equipment provided and what to do if something goes wrong. Refer to task guidance sheet
 2.3.4 and part 1 of the Good Practice Guide.

SUPERVISION

- Have a system to check that control measures are in place and that they are being followed. Refer to task guidance sheet 2.3.3.
- Employers should make sure that employees have all the means to perform the checklist given below.



- Refer to task guidance sheet 2.1.15 dedicated to Personal Protective Equipment.
- Risk assessment must be carried out to determine whether existing controls are adequate. If necessary, respiratory protective equipment (with the appropriate protection factor) should be provided and worn.
- Provide storage facilities to keep personal protective equipment clean when not in use.
- Replace respiratory protective equipment at intervals recommended by its suppliers.

EMPLOYEE CHECKLIST

equipment is working properly. Make sure the dust extraction system is switched on and is working.

Look for signs of damage, wear or poor operation of any equipment used. If you find any problems, tell your supervisor.

Make sure the loading

If you think there is a problem with your dust control equipment, ensure additional control measures are taken to reduce exposure to respirable crystalline silica dust while the problem persists.

Use handling aids when available.

Clear up spills straight away. Use vacuum or wet cleaning methods.

Clean up any control cabin using vacuum or wet cleaning methods.

Use, maintain and store any respiratory protective equipment provided in accordance with instructions.

Check and implement the measures of controlling the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.

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 dust control during bulk loading operations for road tanker transport.

Following the key points of this task guidance sheet will help reduce exposure.

Depending on the specific circumstances of each case, it may not be necessary to apply all of the control measures identified in this sheet in order 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 may make the best use of the control measures which are implemented.



GOOD PRACTICES FOR BULK LOADING

This activity covers bulk loading operations for road (except road tankers), rail and water transport of crystalline silica containing materials particularly dry materials.

Task guidance sheet 2.2.3a offers advice on loading of road tankers.



ACCESS

Restrict access to the work area to authorised personnel only.



DESIGN AND EQUIPMENT

- Ensure that all loading equipment is fit for purpose and well maintained.
- Appropriate techniques may include the use of conveyors, screw feeds, grabs, bucket elevators, hoppers, chutes and fill pipes.
- Enclose conveyors, chutes etc. as much as possible.
- Minimise the speed of descent of the material:
 - Minimise falling distances design chutes etc. so that the material cascades. i.e. several short descents rather than one big one.
 - Install baffles inside long fill pipes.
 - Minimise slope angles in chutes, fill pipes etc.
- DO NOT load flour products in the open air; enclosed systems must be used.
- Loading facilities should be sheltered to prevent dust being generated by the wind, whilst also providing a good standard of through-ventilation.
- Control cabins should be well-sealed and have their own clean air supply. Where necessary, they should be equipped with forced air filtration and maintained under positive pressure.
- CCTV systems can be used to reduce the need for operators to visit dusty areas.
- See task guidance sheet 2.2.3a entitled "Bulk Road Tanker Loading" for advice on loading of road tankers.

X MAINTENANCE

- Ensure equipment used in the task is maintained as advised by the supplier/installer in efficient working order and in good repair.
- Replace consumables (filters etc.) in accordance with the manufacturer's recommendations.



EXAMINATION AND TESTING

- Visually check the cleaning equipment for signs of damage at least once per week or, if it is in constant use, check it more frequently. If used infrequently, then check it before each use.
- Obtain information on the design performance of ventilation equipment from the supplier. Keep this information to compare it with future test results.
- Keep records of inspections for a suitable period of time which complies with national laws (minimum five years).
- Put in place measures of controlling the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.

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CLEANING AND HOUSEKEEPING

- Clean your workplace on a regular basis.
- Deal with spills immediately.
- DO NOT clean up with a dry brush or using compressed air.
- Use vacuum or wet cleaning methods.

₽ TRAINING

- Give your employees information on the health effects associated with respirable crystalline silica dust.
- Provide employees with training on: dust exposure prevention; checking controls are working and using them; when and how to use any respiratory protective equipment provided and what to do if something goes wrong. Refer to task guidance sheet
 2.3.4 and part 1 of the Good Practice Guide.
- Ensure that transport operators are provided with copies of loading procedures and training as necessary.

SUPERVISION

- Have a system to check that control measures are in place and that they are being followed. Refer to task guidance sheet 2.3.3.
- Employers should make sure that employees have all the means to perform the checklist given below.



- Refer to task guidance sheet 2.1.15 dedicated to Personal Protective Equipment.
- Risk assessment must be carried out to determine whether existing controls are adequate. If necessary, respiratory protective equipment (with the appropriate protection factor) should be provided and worn.
- Indicate the need for respiratory protective equipment to be worn using appropriate pictogram signs.
- Provide storage facilities to keep personal protective equipment clean when not in use.
- Replace respiratory protective equipment at intervals recommended by its suppliers.

EMPLOYEE CHECKLIST

	Make sure the loading equipment is working properly. Make sure the ventilation system is switched on and is working. Wear respiratory protective equipment (e.g. a dust mask) in areas where this has been deemed necessary.		Look for signs of damage, wear or poor operation of any equipment used. If you find any problems, tell your supervisor. If you think there is a problem with your dust control equipment, ensure additional control measures are taken to reduce exposure to		respirable crystalline silica dust while the problem persists. Clear up spills straight away. Use vacuum or wet cleaning methods. Use, maintain and store any respiratory protective equipment provided in accordance with instructions.		Check and implement the measures of controlling the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.
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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 dust control during bulk loading operations for road (except road tankers), railway and ship transport.

Following the key points of this task guidance sheet will help reduce exposure.

Depending on the specific circumstances of each case, it may not be necessary to

apply all of the control measures identified in this sheet in order 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 may make the best use of the control measures which are implemented.



GOOD PRACTICES FOR BULK ROAD TANKER UNLOADING (BLOWING OFF)

This activity covers the discharge of silica sand and flour products from a road tanker into a storage silo, particularly dry materials.



ACCESS

Restrict access to the work area to authorised personnel only.



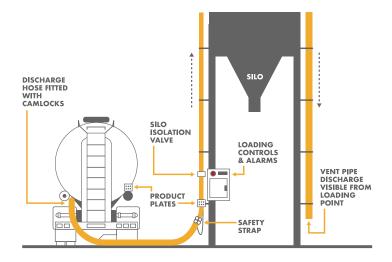
A DESIGN AND EQUIPMENT

Road Tanker

- Limit the discharge rate to the design capacity of the receiving silo and dust extraction unit. Offloading pressures should be agreed with the silo operator.
- Tanker offloading pipes, connectors and seals must be designed to withstand the high air pressures and abrasion associated with blowing operations.
- Note that there will be a surge of air pressure as the last sand/flour is blown into a silo. Hence the need for constant supervision of offloading operations.

Customer silo

- Storage silos should be purchased only from reputable suppliers.
- Appropriate engineering design methods should be employed to ensure adequate structural strength.
- Engineering controls must be employed to prevent overpressurisation of the silo while it is being filled. Ensure that the silos are equipped with pressure relief devices and high level alarms. They must also have dust extraction systems to remove and clean the displaced air.
- Silo dust extraction units must be fitted with filters that are appropriate to the particle size range of the product.
- Offloading pressures should be agreed with the tanker operator.
- Note that flour products have varying bulk density. Put in place procedures to ensure that silos are not overfilled.
- Silos should be equipped with a dust extraction system to prevent the emission of dust from the silo during tanker offloading.



- Pipework and ductwork should be designed to minimise shock losses (caused by bends, constrictions etc.); to minimise dead spots where material may accumulate and to facilitate easy clearing of blockages.
- Silo connection points should be located as close as possible to the delivery tanker parking area. This will eliminate the need for long lengths of flexible hose.
- Safe means of access should be provided to those parts of the silo requiring inspection and maintenance.

< MAINTENANCE

- Maintain pipes/hoses, connectors and seals in good condition to reduce the likelihood of dust escaping during blowing operations.
- Dust extraction systems on silos must be maintained in accordance with manufacturers' instructions.

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P EXAMINATION AND TESTING

- A competent person should test the performance of dust extraction systems at least annually.
- Tanker drivers should check the condition of pipes/hoses and seals daily and obtain replacements as necessary.
- Any faults with the pipes/hoses/connectors and silo dust extraction systems must be reported as soon as possible so that remedial action can be taken.
- Put in place measures of controlling the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.

CLEANING AND HOUSEKEEPING

- The tanker offloading area should be kept clean and tidy.
- Clean your workplace on a regular basis.
- Deal with spills immediately.
- DO NOT clean up with a dry brush or using compressed air.
- Use vacuum or wet cleaning methods.

₽ TRAINING

 Give your employees information on the health effects associated with respirable crystalline silica dust. Provide employees with training on: dust exposure prevention; checking controls are working and using them; when and how to use any respiratory protective equipment provided and what to do if something goes wrong. Refer to task guidance sheet
 2.3.4 and part 1 of the Good Practice Guide.

SUPERVISION

- Ensure procedures are in place to prevent overfilling of silos.
- Have a system to check that dust control measures are in place and that they are being followed. Refer to task guidance sheet 2.3.3.
- Employers should make sure that employees have all the means to perform the checklist given below.

PERSONAL PROTECTIVE EQUIPMENT

- Refer to task guidance sheet 2.1.15 dedicated to Personal Protective Equipment.
- Risk assessment must be carried out to check the effectiveness of control measures.
- Respiratory protective equipment (with the appropriate protection factor) may need to be worn when disconnecting the offloading pipe at the back of the tanker, when remedying any escape of dust or in the event control measures fail.
- Provide storage facilities to keep personal protective equipment clean when not in use. Replace this equipment at intervals recommended by suppliers.

EMPLOYEE CHECKLIST

lanker drivers must		Look for signs of damage,	Clean up spillages	Use, maintain and
supervise their offloading	ш	wear or poor operation	of sand and flour	store any respiratory
operations at all times.		of any equipment used. If	immediately, using	protective equipment
Agree offloading		you find any problems, tell	wet cleaning methods.	provided in accordance
pressures with		your supervisor.	Wear a dust mask when it	with instructions.
the customer.		If you think there is a problem	is necessary to enter dusty	Check and implement the
Check the condition of pipes, hoses and connectors daily.		with your dust control equipment, ensure additional control measures are taken to reduce exposure to respirable crystalline silica dust while the problem persists.	areas in order to rectify any escape of dust, or in the event other control measures fail.	measures of controlling the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets wil be generated.

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 advice on how to minimise the release of airborne dust when blowing off a road tanker of silica sand or flour.

Following the key points of this task guidance sheet will help reduce exposure.

Depending on the specific circumstances of each case, it may not be necessary to apply all of the control measures identified in this sheet in order 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 may make the best use of the control measures which are implemented.



GOOD PRACTICES FOR BULK UNLOADING

This activity covers bulk unloading operations for road (except road tankers), rail and water transport of crystalline silica containing materials, particularly dry materials. Sheet **2.2.4a** offers advice on unloading of road tankers.



ACCESS

Restrict access to the work area to authorised personnel only.



DESIGN AND EQUIPMENT

- Ensure that all unloading equipment is fit for purpose and well maintained.
- When discharging dry products, install dust extraction systems in areas where dust may be emitted into the workplace air.
- Consider isolating the discharge area and keeping it under negative pressure. Alternatively, provide control rooms which are sealed and kept under positive pressure.
- The truck driver should remain in the cab of the truck during unloading with the doors and windows closed.
 Where possible, a HEPA filter should be incorporated in the cab's HVAC system.
- Design the size and shape of receiving hoppers so that they are appropriate to the capacity of the road haulage vehicles, rail wagons, grabs etc feeding them.
- Prepare offloading procedures. Ensure that hoppers and discharge areas are clearly labelled with their contents.
- DO NOT discharge flour products in the open air; enclosed systems must be used.
- See task guidance sheet 2.2.4a entitled "Bulk Road Tanker Unloading" for advice on blowing off dry products from road tankers.



- Ensure equipment used in the task is maintained as advised by the supplier/installer in efficient working order and in good repair.
- Replace consumables (filters etc.) in accordance with the manufacturer's recommendations.





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$ot \sim$ EXAMINATION AND TESTING

- Visually check the cleaning equipment for signs of damage at least once per week or, if it is in constant use, check it more frequently. If used infrequently, then check it before each use.
- Obtain information on the design performance of dust extraction equipment from the supplier. Keep this information to compare it with future test results.
- Keep records of inspections for a suitable period of time which complies with national laws (minimum five years).
- Put in place measures to control the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.

CLEANING AND HOUSEKEEPING

- Clean your workplace on a regular basis.
- Deal with spills immediately.
- DO NOT clean up with a dry brush or using compressed air.
- Use vacuum or wet cleaning methods.

₽ TRAINING

- Give your employees information on the health effects associated with respirable crystalline silica dust.
- Provide employees with training on: dust exposure prevention;
 checking controls are working and using them; when and how

- to use any respiratory protective equipment provided and what to do if something goes wrong. Refer to task guidance sheet **2.3.4** and part 1 of the Good Practice Guide.
- Ensure that delivery drivers are provided with copies of offloading procedures and training on these as necessary.

SUPERVISION

- Have a system to check that control measures are in place and that they are being followed. Refer to task guidance sheet 2.3.3.
- Employers should make sure that employees have all the means to perform the checklist given below.

PERSONAL PROTECTIVE EQUIPMENT

- Refer to task guidance sheet 2.1.15 dedicated to Personal Protective Equipment.
- Risk assessment must be carried out to determine whether existing controls are adequate. If necessary, respiratory protective equipment (with the appropriate protection factor) should be provided and worn.
- Indicate the need for respiratory protective equipment to be worn using appropriate pictogram signs.
- Provide storage facilities to keep personal protective equipment clean when not in use.
- Replace respiratory protective equipment at intervals recommended by its suppliers.

EMPLOYEE CHECKLIST

respirable crystalline silica Make sure the Look for signs of damage, Check and implement while the problem persists. unloading equipment wear or poor operation the measures to control the risk of bacterial is working properly. of any equipment used. Clear up spills straight If you find any problems, away. Use vacuum or growth within water Make sure the tell your supervisor. wet cleaning methods. sources used across site, dust extraction focusing most on systems system is switched If you think there is Use, maintain and where water droplets on and is working. a problem with your store any respiratory will be generated. dust control equipment, protective equipment Wear respiratory ensure additional control provided in accordance protective equipment measures are taken to with instructions. (e.g. a dust mask) in reduce exposure to areas where this has been deemed necessary.

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 dust control during bulk unloading operations.

Following the key points of this task guidance sheet will help reduce exposure.

Depending on the specific circumstances of each case, it may not be necessary to apply all of the control measures identified in this sheet in order 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 may make the best use of the control measures which are implemented.





GOOD PRACTICES FOR CORE MAKING AND MOULDING IN FOUNDRIES

This activity covers core shop and moulding shop in foundries.



ACCESS

Restrict access to the work area to authorised personnel only.



A DESIGN AND EQUIPMENT

- Control sand spillage. Make sure the right amount of sand is used for the mould.
- You need an air speed typically between 0.5 and 1.5 metres per second into the enclosures. Refer to task guidance sheet 2.1.13.
- Always confirm that the extraction is turned on and working at the start of work. Check the gauge.
- Discharge cleaned, extracted air to a safe place outside the building, away from doors, windows and air inlets.
- Have a supply of clean air coming into the workroom to replace extracted air.
- Consult a qualified ventilation engineer to design new control systems.

MAINTENANCE

- Follow instructions in maintenance manuals.
- Keep equipment in effective and efficient working order.
- Repair faulty extraction systems immediately. Meanwhile, wear respiratory protective equipment (RPE).
- Sand is very abrasive and plant wears out quickly. Plan regular maintenance.

arrho examination and testing

- Look daily for signs of damage to the ducting, fan and air filter. Noisy or vibrating fans can indicate a problem. Repair damage immediately.
- At least once a week, check that the extraction system and gauge work properly.
- You need to know the manufacturer's performance specification to know if extraction is working properly.
- If this information isn't available, hire an engineer competent in ventilation techniques to determine its performance.
- The engineer's report must show the target air speeds.
- Keep this information in your testing logbook.
- Get an engineer competent in ventilation techniques to examine the system thoroughly and test its performance at least once every 12 months or obey national regulations.
- Keep records of inspections for a suitable period of time which complies with national laws (minimum five years).
- Review records to see if there are failure patterns that make planning maintenance easier.
- Put in place measures to control the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.





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CLEANING AND HOUSEKEEPING

- Every day, clear up accumulation of dirt in areas where people work all the time.
- Clean general workrooms once a week to stop dust being stirred up and to reduce slips.
- Use a vacuum cleaner fitted with a filter to clean up dust.
- DO NOT clean up with a brush or with compressed air.
- Keep lids on containers when they are not being filled or emptied.
- Dispose of empty containers safely.
- Dispose of wastes safely.

₽ TRAINING

- Give your employees information on the health effects associated with respirable crystalline silica dust.
- Provide employees with training on: dust exposure prevention; checking controls are working and using them; when and how to use any respiratory protective equipment provided and what to do if something goes wrong. Refer to task guidance sheet
 2.3.4 and part 1 of the Good Practice Guide.

SUPERVISION

 Have a system to check that control measures are in place and that they are being followed. Refer to task guidance sheet 2.3.3. Employers should make sure that employees have all the means to perform the checklist given below.



PERSONAL PROTECTIVE EQUIPMENT

- Refer to task guidance sheet 2.1.15 dedicated to Personal Protective Equipment.
- Ask your safety-clothing supplier to help you get the right PPE.
- Respiratory protective equipment (RPE) should not be needed if the extraction is designed correctly and working properly.
- RPE is needed for maintenance and cleaning, and for clearing up spills.
- Use a P3 standard of RPE (Assigned Protection Factor 20) or equivalent standard. Consult your supplier for advice.
- Replace RPE filters as recommended by your supplier.
 Throw away disposable masks after one use.
- Provide storage facilities to keep personal protective equipment clean when not in use.
- Provide eye protection.
- Never use compressed air use for removing dust from clothing.
- Workers must not take their coveralls home for washing. Use a contract laundry.

EMPLOYEE CHECKLIST

is well ventilated and any dust extraction system is switched on and is working.

Look for signs of damage, wear or poor operation of any equipment used. If you find any problems, tell your supervisor.

Make sure the room

If you think there is a problem with your dust control equipment, ensure additional control measures are taken to reduce exposure to respirable crystalline silica dust while the problem persists.

Do not interface with ventilation systems – they are provided to protect your working environment.

Clean up using vacuum or wet cleaning methods.

Use, maintain and store any respiratory protective equipment provided in accordance with instructions.

Check and implement the measures of controlling the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.

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 advice on core making and moulding in foundries.

Following the key points of this task guidance sheet will help reduce exposure.

Depending on the specific circumstances of each case, it may not be necessary to apply all of the control measures identified in this sheet in order 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 may make the best use of the control measures which are implemented.



GOOD PRACTICES FOR CUTTING AND POLISHING CERAMIC AND STONE MATERIALS

This activity relates to the cutting of ceramic materials which may generate large quantities of airborne dust.



ACCESS

Restrict access to the work area to authorised personnel only.



DESIGN AND EQUIPMENT

- Dust control can be achieved by using wet cutting methods, which prevent fine dust from becoming airborne by trapping it in water.
- Ensure that water supplies are adequate and that they are maintained. Take precautions during cold weather against freezing.
- Take precautions to ensure the control of legionella and other biological agents. If the water used for wet cutting is recirculated, ensure that it is checked regularly with respect to pH value and contamination with micro organisms.
- The provision of appropriate drainage systems is essential when using water sprays and hoses.
- Ensure that electrical systems etc. have adequate protection against the hazards present in the working environment, including water and silica dust.
- Use cutting and polishing tools containing no crystalline silica.





X MAINTENANCE

 Maintain the equipment as advised by the supplier, in efficient working order and good repair.

- Visually check the equipment for signs of damage at least once per week or, if it is in constant use, check it more frequently.
 If used infrequently, then check it before each use.
- Keep records of inspections for a suitable period of time which complies with national laws (minimum five years).
- Put in place measures to control the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.

CLEANING AND HOUSEKEEPING

- Clean the equipment regularly.
- Use vacuum or wet cleaning methods.
- DO NOT clean up with a dry brush or using compressed air.
- DO NOT allow deposits of dust/debris to dry out before cleaning up.

TRAINING

- Give your employees information on the health effects associated with respirable crystalline silica dust.
- Provide employees with training on: dust exposure prevention; checking controls are working and using them; when and how to use any respiratory protective equipment provided and what to do if something goes wrong. Refer to task guidance sheet
 2.3.4 and part 1 of the Good Practice Guide.

SUPERVISION

- Have a system to check that control measures are in place and that they are being followed. Refer to task guidance sheet 2.3.3.
- Employers should make sure that employees have all the means to perform the checklist given below.



PERSONAL PROTECTIVE EQUIPMENT

- Refer to task guidance sheet 2.1.15 dedicated to Personal Protective Equipment.
- Indicate areas where personal protective equipment must be worn.
- Provide storage facilities to keep personal protective equipment clean when not in use.
- Replace respiratory protective equipment at intervals recommended by its suppliers.
- Risk assessment could be carried out to determine whether existing controls are appropriate.

EMPLOYEE CHECKLIST

Ensure that you follow your employer's safe working procedures.

Look for signs
damage, wear or
poor operation of any
of the equipment used.
If you find any problems,
tell your supervisor.

Clean up the equipment after use.

Clean using vacuum or wet cleaning method.

Use, maintain and store any respiratory protective equipment provided in accordance with instructions.

Check and implement the measures to control the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.

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 advice on the cutting and polishing of refractory materials.

Following the key points of this task guidance sheet will help reduce exposure.

Depending on the specific circumstances of each case, it may not be necessary to apply all of the control measures identified in this sheet in order 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 may make the best use of the control measures which are implemented.



GOOD PRACTICES FOR FETTLING LARGER CASTINGS IN FOUNDRIES

This activity covers fettling shop activities, when fettling larger castings.



ACCESS

Restrict access to the work area to authorised personnel only.



A DESIGN AND EQUIPMENT

Ensure that bags and bag filling equipment are fit for purpose. The quality of the bags is crucial to preventing leakage of dust through the bag seams.

- Respiratory protective equipment (RPE) is needed.
- Provide a ventilated booth for fettling larger castings.
- RPE is needed for larger castings.
- You need an air speed typically between 1 and 1.5 metres per second into the booth, and typically between 2.5 and 10 metres per second at the extraction point. Refer to task guidance sheet 2.1.13.
- Always confirm that the extraction is turned on and working at the start of work. Check the gauge.
- Discharge cleaned, extracted air to a safe place outside the building, away from doors, windows and air inlets.
- Ensure that enough fresh air (20%) is supplied where employees are working in order to dilute and remove the airborne dust produced.
- Position the workpiece so that it is as close as possible to the extraction point.
- Ensure that fettling dust is directed into the booth.
- Provide a turntable to move the casting.
- Workers should not stand between the casting and the extraction point.
- Consult a qualified ventilation engineer to design new control systems.

MAINTENANCE

- Follow instructions in maintenance manuals.
- Keep equipment in effective and efficient working order.
- Repair faulty extraction systems immediately. Meanwhile, wear respiratory protective equipment (RPE).
- Fettlings are very abrasive and plant wears out quickly. Fettlings can block extraction points. Plan regular maintenance.







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arphi examination and testing

- Look daily for signs of damage to the ducting, fan and air filter. Noisy or vibrating fans can indicate a problem. Repair damage immediately.
- At least once a week, check that the extraction system and gauge work properly.
- You need to know the manufacturer's performance specification to know if extraction is working properly.
- If this information isn't available, hire an engineer competent in ventilation techniques to determine its performance.
- The engineer's report must show the target air speeds.
- Keep records of inspections for a suitable period of time which complies with national laws (minimum five years).
- Put in place measures to control the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.





CLEANING AND HOUSEKEEPING

- Every day, clear up accumulations of dirt in areas where people work all the time.
- Clean general workrooms once a week to stop dust being stirred up and to reduce slips.
- Use a vacuum cleaner fitted with a filter to clear up fine dust.
- Don't clean up with a brush or with compressed air.
- Shovel large spills carefully to avoid stirring up dust.

₽ TRAINING

- Give your employees information on the health effects associated with respirable crystalline silica dust.
- Provide employees with training on: dust exposure prevention; checking controls are working and using them; when and how to use any respiratory protective equipment provided and what to do if something goes wrong. Refer to task guidance sheet
 2.3.4 and part 1 of the Good Practice Guide.

SUPERVISION

- Have a system to check that control measures are in place and that they are being followed. Refer to task guidance sheet 2.3.3.
- Employers should make sure that employees have all the means to perform the checklist given below.

PERSONAL PROTECTIVE EQUIPMENT

- Refer to task guidance sheet 2.1.15 dedicated to Personal Protective Equipment.
- Ask your safety-clothing supplier to help you get the right PPE.
- Respiratory protective equipment (RPE) is needed for work inside a booth, for maintenance and cleaning, and for clearing up chemical spills.
- Use air-fed or powered RPE with an Assigned Protection Factor of at least 40.
- Consult your supplier for advice.
- Provide storage facilities to keep personal protective equipment clean when not in use.
- Provide eye protection.
- Protective gloves are needed to help prevent injuries.
- Never allow compressed air use for removing dust from clothing.
- Workers must not take their coveralls home for washing. Use a contract laundry.

EMPLOYEE CHECKLIST

Make sure the room is well ventilated and any dust extraction system is switched on and is working.

Look for signs of damage, wear or poor operation of any equipment used. If you find any problems, tell your supervisor.

If you think there is a problem with your dust control equipment, ensure additional control measures are taken to reduce exposure to respirable crystalline silica dust while the problem persists.

Do not interfere with ventilation systems – they are provided to protect your working environment.

Clean up using vacuum or wet cleaning methods.

Use, maintain and store any respiratory protective equipment provided in accordance with instructions.

Check and implement the measures of controlling the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.

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 advice on fettling larger castings.

Following the key points of this task guidance sheet will help reduce exposure.

Depending on the specific circumstances of each case, it may not be necessary to apply all of the control measures identified in this sheet in order 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 may make the best use of the control measures which are implemented.



GOOD PRACTICES FOR FETTLING SMALLER CASTINGS IN FOUNDRIES

This activity covers the fettling of smaller castings.



ACCESS

Restrict access to the work area to authorised personnel only.



DESIGN AND EQUIPMENT

- Control fettlings and dust. Fettle small castings in a ventilated booth.
- Fettle very small castings using an abrasive or wire wheel fitted with local exhaust ventilation (LEV).
- You need an air speed typically between 1 and 2.5 metres per second into the fettling booth, or typically between 2.5 and 10 metres per second into pedestal grinder openings. Refer to task guidance sheet 2.1.13.
- Always confirm that the extraction is turned on and working at the start of work. Check the gauge.
- Discharge cleaned, extracted air to a safe place outside the building, away from doors, windows and air inlets.
- Have a supply of clean air coming into the workroom to replace extracted air.
- Position the work piece so that it is as close as possible to the extraction point.
- Ensure that fettling dust is directed into the booth and that pneumatic tools do not blow dust out of the booth.
- Provide a turntable to move the casting.
- Consult a qualified ventilation engineer to design new control systems.

X MAINTENANCE

- · Follow instructions in maintenance manuals.
- Keep equipment in effective and efficient working order.
- Repair faulty extraction systems immediately. Meanwhile, wear respiratory protective equipment (RPE).
- Fettlings are very abrasive and plant wears out quickly.
 Fettlings can block extraction points. Plan regular maintenance.





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arrho examination and testing

- Look daily for signs of damage to the ducting, fan and air filter. Noisy or vibrating fans can indicate a problem.
 Repair damage immediately.
- At least once a week, check that the extraction system and gauge work properly.
- You need to know the manufacturer's performance specification to know if extraction is working properly.
- If this information isn't available, hire an engineer competent in ventilation techniques to determine its performance.
- The engineer's report must show the target air speeds.
- Keep this information in your testing logbook.
- Get an engineer competent in ventilation techniques to examine the system thoroughly and test its performance at least once every 12 months or obey national regulations.
- Keep records of inspections for a suitable period of time which complies with national laws (minimum five years).
- Review records to see if there are failure patterns that make planning maintenance easier.
- Put in place measures to control the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.







- Every day, clear up accumulations of dirt in those areas where people work all the time.
- Clean general workrooms once a week to stop dust being stirred up and to reduce slips.
- Use a vacuum cleaner fitted with a filter to clear up fine dust.
- Don't clean up with a brush or with compressed air.



- Give your employees information on the health effects associated with respirable crystalline silica dust.
- Provide employees with training on: dust exposure prevention; checking controls are working and using them; when and how to use any respiratory protective equipment provided and what to do if something goes wrong. Refer to task guidance sheet 2.3.4 and part 1 of the Good Practice Guide.

SUPERVISION

- Have a system to check that control measures are in place and that they are being followed. Refer to task guidance sheet 2.3.3.
- Employers should make sure that employees have all the means to perform the checklist given below.

PERSONAL PROTECTIVE EQUIPMENT

- Refer to task guidance sheet 2.1.15 dedicated to Personal Protective Equipment.
- Ask your safety-clothing supplier to help you get the right PPE.
- Respiratory protective equipment (RPE) is not normally needed when working at a ventilated work bench. RPE is needed for other fettling, for maintenance and cleaning, and for clearing up spills.
- Use a P3 standard of RPE (Assigned Protection Factor 20) or equivalent standard. Consult your supplier for advice.
- Replace RPE filters as recommended by your supplier. Throw away disposable masks after one use.
- Provide storage facilities to keep personal protective equipment clean when not in use.
- Provide eye protection.
- Protective gloves are needed to help prevent injuries.
- Never allow compressed air use for removing dust from clothing.
- Workers must not take their coveralls home for washing. Use a contract laundry.

EMPLOYEE CHECKLIST

is well ventilated and any dust extraction system is switched on and is working. Look for signs of damage, wear or poor operation of any equipment used. If you find any problems, tell your supervisor.

Make sure the room

If you think there is a problem with your dust control equipment, ensure additional control measures are taken to reduce exposure to respirable crystalline silica dust while the problem persists.

Do not interfere with ventilation systems - they are provided to protect your working environment.

Clean up using vacuum or wet cleaning methods.

Use, maintain and store any respiratory protective equipment provided in accordance with instructions.

Check and implement the measures to control the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.

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 advice on fettling of smaller castings.

Following the key points of this task guidance sheet will help reduce exposure.

Depending on the specific circumstances of each case, it may not be necessary to apply all of the control measures identified in this sheet in order 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 may make the best use of the control measures which are implemented.



GOOD PRACTICES FOR SANDBLASTING IN FACTORIES

This activity relates to sandblasting. The dust generated may contain respirable crystalline silica coming from the sand. This task guidance sheet does not concern sandblasting with materials not containing crystalline silica. This safety sheet is available for a sandblasting line with an enclosed sandblasting equipment. This equipment is fully automatic in normal running (no manual operation during the production).



ACCESS

Restrict access to the work area to authorised personnel only.



A DESIGN AND EQUIPMENT

- Ensure the equipment is fit for purpose and that it is well maintained.
- Equipment should be enclosed as far as technically feasible.
- The equipment should be connected to a suitable dust extraction system.
- Ensure all equipment is easily accessible for maintenance work.
- Ensure that equipments are designed in such a way that there is no individual contact with crystalline silica.
- Ensure a pressure gauge is fitted and interlocked with the blasting medium supply.
- You need a high standard of filtration for the air discharged from the booth.
- Discharge filtered air outside the building, away from doors, windows and air inlets.
- Place the booth carefully to make loading and unloading easy.
- Run the booth for two minutes after blasting has ceased to clear the air.

MAINTENANCE

- Maintain the equipment as advised by the suppliers, in efficient working order and good repair.
- Check sand seal system on a daily base and adjust if necessary in accordance to supplier recommendations.
- Follow instructions in maintenance manuals.
- Use a written system of work for maintenance and define the PPE necessary.

- Keep equipment in effective and efficient working order.
- If the extraction system is faulty, stop work until it is repaired.
- Abrasives wear out plant quickly. Plan regular maintenance.
- Put in place measures of controlling the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.

EXAMINATION AND TESTING

- Look daily for signs of damage to the ducting, fan and air filter. Noisy or vibrating fans can indicate a problem. Repair damage immediately.
- At least once a week, check that the extraction system and gauge work properly, with no dust leaks.
- You need to know the manufacturer's performance specification to know if extraction is working properly.
- If this information isn't available, hire an engineer competent in ventilation techniques to determine its performance.
- The engineer's report must show the target air speeds.
- Keep this information in your testing logbook.
- Get an engineer competent in ventilation techniques to examine the system thoroughly and test its performance at least once every 12 months or obey the national regulations.
- Keep records of inspections for a suitable period of time which complies with national laws (minimum five years).
- Review records to see if there are failure patterns that make planning maintenance easier.





CLEANING AND HOUSEKEEPING

- · Clean the equipment regularly.
- Deal immediately with leakages.
- Deal immediately with spills. When dealing with bulk spillages of fine, dry, dusty materials, ensure that cleaning work is undertaken following a written safe working procedure and using the information in this sheet.
- · Use vacuum or wet cleaning methods.
- DO NOT clean up with a dry brush or using compressed air.

₽ TRAINING

- Give your employees information on the health effects associated with respirable crystalline silica dust.
- Provide employees with training on: dust exposure prevention; checking controls are working and using them; when and how to use any respiratory protective equipment provided and what to do if something goes wrong. Refer to task guidance sheet
 2.3.4 and part 1 of the Good Practice Guide.

SUPERVISION

 Have a system to check that control measures are in place and that they are being followed. Refer to task guidance sheet 2.3.3. Employers should make sure that employees have all the means to perform the checklist given below.



PERSONAL PROTECTIVE EQUIPMENT

- Refer to task guidance sheet 2.1.15 dedicated to Personal Protective Equipment.
- Indicate areas where personal protective equipment must be worn.
- Provide storage facilities to keep personal protective equipment clean when not in use.
- Replace respiratory protective equipment at intervals recommended by its suppliers.
- Risk assessment could be carried out to determine whether existing controls are appropriate.
- Never use compressed air use for removing dust from clothing.
- Workers must not take their coveralls home for washing. Use a contract laundry.

EMPLOYEE CHECKLIST

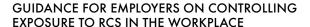
Make sure that the sandblasting equipment is working properly.	Look for signs damage, wear or poor operation of any of the	Use maintain and store any respiratory protective equipment	Check and implement the measures to control the risk of bacterial growth
Ensure that you follow your employer's safe working procedures.	equipment used. If you find any problems, tell your supervisor. Clean up the equipment regularly. Clean using vacuum or wet cleaning method.	provided in accordance with instructions. Change work clothes when required Do not interfere with ventilation systems – they are provided to protect your working environment.	within water sources used across site, focusing most on systems where water droplets will be generated.

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 advice on sandblasting.

Following the key points of this task guidance sheet will help reduce exposure.

Depending on the specific circumstances of each case, it may not be necessary to apply all of the control measures identified in this sheet in order 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 may make the best use of the control measures which are implemented.





GOOD PRACTICES FOR JUMBO BAGGING

This activity covers bagging operations for big (bulk) bags (500kg-1500kg) containing crystalline silica products, particularly dry materials.



ACCESS

Restrict access to the work area to authorised personnel only.



A DESIGN AND EQUIPMENT

- Ensure that bags and bag filling equipment are fit for purpose. When bagging flour products, the quality of bag stitching is crucial in preventing the emission of fine dust through the seams of the bags.
- The use of a bag with an inner plastic liner will help to reduce the emission of dust through bag seams.
- Use a bagging head in which the product passes down the centre and in which an annular ring is used for the purposes of dust extraction and for the removal of displaced air.
- The annular ring should be connected to a dust extraction unit (e.g. bag filter).
- Seal the bag collar onto the bagging head to prevent the escape of dust during bag filling. A strip of Velcro, a clamp or an inflatable bladder can be used for this purpose.
- Install bulk bagging equipment in a well-ventilated area. Outdoor installation (in an area protected from the rain) will help to reduce personal exposure to respirable crystalline silica by taking advantage of natural ventilation.
- When bagging flour products, consider the installation of a vibrator in the bagging head, to help loosen material from inside the bagging head prior to removal of each bag.
- When bagging flour products, consider the installation of a vibrating table beneath the bag in order to compact the material and improve stability during subsequent storage and transport.



- Ensure equipment used in the task is maintained as advised by the supplier/installer in efficient working order and in good repair.
- Replace consumables (filters etc.) in accordance with the manufacturer's recommendations.





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EXAMINATION AND TESTING

- Visually check the equipment at least once per week for signs of damage or, if it is in constant use, check it more frequently. If used infrequently, then check it before each use.
- Obtain information on the design performance of the dust suppression and/or extraction equipment from the supplier. Keep this information to compare with future test results.
- Have the extraction equipment examined and tested against its performance standard, at least once each year.
- Keep records of inspections for a suitable period of time which complies with national laws (minimum five years).
- Put in place measures of controlling the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.

CLEANING AND

- Clean your workplace on a regular basis.
- DO NOT clean up with a dry brush orusing compressed air.
- Use vacuum or wet cleaning methods.
- Store bags in a safe place and dispose of empty bags safely.

-□TRAINING

Make sure that the

Give your employees information on the health effects associated with respirable crystalline silica dust.

Provide employees with training on: dust exposure prevention; checking controls are working and using them; when and how to use any respiratory protective equipment provided and what to do if something goes wrong. Refer to task guidance sheet 2.3.4 and part 1 of the Good Practice Guide.

SUPERVISION

- Have a system to check that control measures are in place and that they are being followed. Refer to task guidance sheet 2.3.3.
- Employers should make sure that employees have all the means to perform the checklist given below.



PERSONAL PROTECTIVE **EQUIPMENT**

- Refer to task guidance sheet 2.1.15 dedicated to Personal Protective Equipment.
- Risk assessment must be carried out to determine whether existing controls are adequate. If necessary, respiratory protective equipment (with the appropriate protection factor) should be provided and worn.
- Provide storage facilities to keep personal protective equipment clean when not in use.
- Replace respiratory protective equipment at intervals recommended by its suppliers.

Clear up spills straight

MPLOYEE CHECKLIST

bagging machine is working properly.	problem with your dust control equipment,	away. Use vacuum or wet cleaning methods.	measures of controlling the risk of bacterial
Make sure the dust extraction system is switched on and that it is working correctly.	ensure additional control measures are taken to reduce exposure to respirable crystalline silica while the problem persists.	Use, maintain and store any respiratory protective equipment provided in accordance with instructions.	growth within water sources used across site, focusing most on systems where water droplets will be generated.
Look for signs of damage, wear or poor operation of any equipment used. If you find any problems, tell your supervisor.	Make sure that bags are free of faults, especially the loops, inlet and outlet spouts and inner liner if used.	WIII IIISIIOCIIOIIS.	Ü

If you think there is a

This guidance sheet is aimed at employers to help them comply with the requirements to respirable crystalline silica. i.e. to apply appropriate protection and prevention of workplace health and safety legislation, by controlling exposure to respirable crystalline silica. Specifically, this sheet provides good practice advice on dust control during the jumbo bag filling.

Following the key points of this task guidance sheet will help reduce exposure.

Depending on the specific circumstances of each case, it may not be necessary to apply all of the control measures identified in this sheet in order to minimise exposure 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 may make the best use of the control measures which are implemented.

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.

Check and implement the



GOOD PRACTICES FOR KNOCK-OUT AND SHAKE-OUT IN FOUNDRIES

This activity covers knock-out floor and shake-out floor in foundries.



ACCESS

Restrict access to the work area to authorised personnel only.



DESIGN AND EQUIPMENT

- Respiratory protective equipment (RPE) is needed for manual knock-out.
- Control dust and fume with extracted knock-out tables, booths and attrition machinery.
- Where possible, fit flexible strips to the front of the shakeout enclosure.
- You need an air speed typically between 1 and 1.5 metres
 per second into the enclosure and at the down-draught knockout table. Refer to task guidance sheet 2.1.13.
- Always confirm that the extraction is turned on and working at the start of work. Check the gauge.
- Discharge cleaned, extracted air to a safe place outside the building, away from doors, windows and air inlets.
- Have a supply of clean air coming into the workroom to replace extracted air.
- To reduce exposures, have workers work to one side of the enclosure.
- Ensure workers stand away while rumbling is underway.
- Consult a qualified ventilation engineer to design new control systems.

MAINTENANCE

- Follow instructions in maintenance manuals.
- Keep equipment in effective and efficient working order.
- Repair faulty extraction systems immediately. Meanwhile, wear respiratory protective equipment (RPE).
- Sand is very abrasive and plant wears out quickly.
 Plan regular maintenance.



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ho examination and testing

- Look daily for signs of damage to the ducting, fan and air filter. Noisy or vibrating fans can indicate a problem.
 Repair damage immediately.
- At least once a week, check that the extraction system and gauge work properly.
- You need to know the manufacturer's performance specification to know if extraction is working properly.
- If this information isn't available, hire an engineer competent in ventilation techniques to determine its performance.
- The engineer's report must show the target air speeds.
- Keep this information in your testing logbook.
- Get an engineer competent in ventilation techniques to examine the system thoroughly and test its performance at least once every 12 months or obey national regulations.
- Keep records of inspections for a suitable period of time which complies with national laws (minimum five years).
- Review records to see if there are failure patterns that make planning maintenance easier.
- Put in place measures to control the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.





CLEANING AND HOUSEKEEPING

- Every day, clear up accumulations of dirt in areas where people work all the time.
- Clean general workrooms once a week to stop dust being stirred up and to reduce slips.
- Use a vacuum cleaner fitted with a filter to clear up dust.
- Don't clean up with a brush or with compressed air.
- Shovel large spills carefully to avoid stirring up dust.
- Deal with spills immediately. This needs coveralls, a respirator and single-use gloves.
- Workers must not take their coveralls home for washing. Use a contract laundry

f L TRAINING

- Give your employees information on the health effects associated with respirable crystalline silica dust.
- Provide employees with training on: dust exposure prevention; checking controls are working and using them; when and how to use any respiratory protective equipment provided and what to do if something goes wrong. Refer to task guidance sheet 2.3.4 and part 1 of the Good Practice Guide.

SUPERVISION

- Have a system to check that control measures are in place and that they are being followed. Refer to task quidance sheet 2.3.3.
- Employers should make sure that employees have all the means to perform the checklist given below.

PERSONAL PROTECTIVE **EQUIPMENT**

- Refer to task guidance sheet 2.1.15 dedicated to Personal Protective Equipment.
- Ask your safety-clothing supplier to help you get the right PPE.
- Respiratory protective equipment (RPE) is needed for manual knock-out, maintenance and cleaning, and for clearing up spills.
- Use a P3 standard of RPE (Assigned Protection Factor 20) or equivalent standard. Consult your supplier for advice.
- Replace RPE filters as recommended by your supplier. Throw away disposable masks after one use.
- Provide storage facilities to keep personal protective equipment clean when not in use.
- Protective gloves are needed to help prevent injuries.
- Never allow compressed air use for removing dust from clothing.

EMPLOYEE CHECKLIST

Make sure the room is well ventilated and any dust extraction system is switched on and is working. Look for signs of damage, wear or poor operation of any equipment used. If you find any problems, tell your supervisor.

If you think there is a problem with your dust control equipment, ensure additional control measures are taken to reduce exposure to respirable crystalline silica dust while the problem persists.

Do not interfere with ventilation systems - they are provided to protect your working environment.

Clean up using vacuum or wet cleaning methods.

Use, maintain and store any respiratory protective equipment provided in accordance with instructions.

Check and implement the measures to control the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.

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 advice on knock-out and shake-out in foundries.

Following the key points of this task guidance sheet will help reduce exposure.

Depending on the specific circumstances of each case, it may not be necessary to apply all of the control measures identified in this sheet in order 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 may make the best use of the control measures which are implemented.



GOOD PRACTICES FOR LINING AND BREAK-OUT IN FOUNDRIES

This activity covers lining and break-out of refractory material in foundries.



ACCESS

Restrict access to the work area to authorised personnel only.

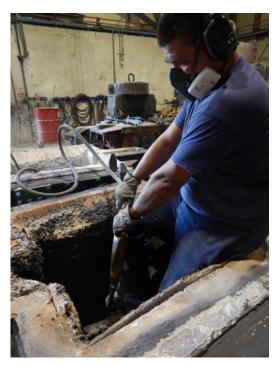


DESIGN AND EQUIPMENT

- Where practicable use pre-formed or "push out" linings to reduce dust generation.
- Use local exhaust ventilation, e.g. when fettling ladles, when practicable.

imes MAINTENANCE

- Follow instructions in maintenance manuals.
- Keep equipment in effective and efficient working order.
- Repair faulty extraction systems immediately. Meanwhile, wear respiratory protective equipment (RPE).
- Plan regular maintenance.



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P EXAMINATION AND TESTING

- Check visually the equipment before use. Noisy or vibrating fans can indicate a problem. Repair damage immediately.
- · Check the extraction system and gauge work properly.
- You need to know the manufacturer's performance specification to know if extraction is working properly.
- If this information isn't available, hire a competent ventilation engineer to determine its performance.
- The engineer's report must show the target air speeds.
- Keep this information in your testing logbook.
- Get a competent ventilation engineer to examine the system thoroughly and test its performance at least once every 12 months or obey the national regulations.
- Keep records of all examinations and tests for at least five years.
- Review records to see if there are failure patterns that make planning maintenance easier.
- Put in place measures to control the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.





- Clear up accumulations of dirt in areas where people work all the time.
- Use a vacuum cleaner fitted with a filter to clear up fine dust.
- Shovel large spills carefully to avoid stirring up dust.
- DO NOT use dry brushing or compressed air.

₽ TRAINING

- Give your employees information on the health effects associated with respirable crystalline silica dust.
- Provide employees with training on: dust exposure prevention; checking controls are working and using them; when and how to use any respiratory protective equipment provided and what to do if something goes wrong. Refer to task guidance sheet
 2.3.4 and part 1 of the Good Practice Guide.

SUPERVISION

- Check that the extraction is working properly; PPE is being used properly; and the rules on personal hygiene are being followed. Refer to task guidance sheet 2.3.3.
- Employers should make sure that employees have all the means to perform the checklist given below.

PERSONAL PROTECTIVE EQUIPMENT

- Refer to task guidance sheet 2.1.15 dedicated to Personal Protective Equipment.
- Respiratory protective equipment (RPE) is normally needed for lining and break-out.
- Use positive pressure RPE with an Assigned Protection Factor (APF) of at least 40.
- Make sure all RPE is properly fit-tested get advice from your supplier.
- Make sure that workers check their RPE works properly before use.
- Keep RPE clean and store it away from dust.
- Check the air flow and air quality to air-fed respiratory protective equipment at least every 3 months or before use.
- Never allow compressed air use for removing dust from clothing.
- Workers must not take their coveralls home for washing. Use a contract laundry.

EMPLOYEE CHECKLIST

Make sure the room is well ventilated and any dust extraction system is switched on and is working. Check your RPE and the clean air supply. Look for signs of damage, wear or poor operation of any equipment used. If you find any problems, tell your supervisor.	If you think there is a problem with your dust control equipment, ensure additional control measures are taken to reduce exposure to respirable crystalline silica dust while the problem persists.	Do not interfere with ventilation systems – they are provided to protect your working environment. Clean up using vacuum or wet cleaning methods. Use, maintain and store any respiratory protective equipment provided in accordance with instructions.
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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. Specially, this sheet provides advice on dust control when lining or break-out of refractory material in the workplace of foundries.

Following the key points of this task guidance sheet will help reduce exposure to an acceptable level.

Depending on the specific circumstances of each case, it may not be necessary to

apply all of the control measures identified in this sheet in order 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 may make the best use of the control measures which are implemented.

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

Check and implement the measures to control the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.



GOOD PRACTICES FOR MIXING OF MATERIALS

This sheet provides guidance on the design and use of equipment used for the mixing of products containing crystalline silica, particularly dry products.



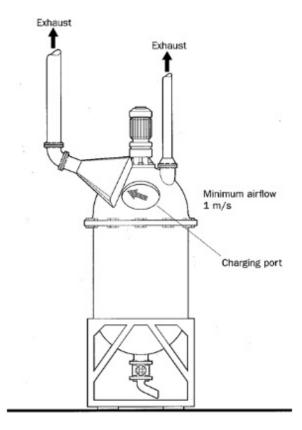
ACCESS

Restrict access to the work area to authorised personnel only.



A DESIGN AND EQUIPMENT

- Ensure that mixers are fit for purpose and that they are well maintained.
- Enclose mixers as much as possible.
- Mixer lids and other access points should be sealed to prevent the escape of dust.
- All covers and access doors must be securely closed before starting the mixer.
- The mixer charging point should be enclosed and provided with local exhaust ventilation.
- Alternatively, local exhaust ventilation can be supplied at points inside the lid or rear of the mixer casing, so that there is a net influx of air through the charging point and into the mixer.
- All extraction systems should be designed so as not to draw excessive amounts of raw material from the mixer.
- When producing a dry mix, consider arrangements for dustfree discharge of mixed products. eg direct discharge to an enclosed conveyor system. Alternatively, provide local exhaust ventilation at the discharge point.
- Local exhaust ventilation systems must be connected to a suitable dust extraction unit.
- Where possible, mixer charging points should be located away from doors, windows and walkways to prevent draughts affecting the performance of local exhaust ventilation systems.
- Provide a clean air supply to the workroom to replace extracted air.



$m{ imes}$ MAINTENANCE

- Ensure equipment used in the task is maintained as advised by the supplier/installer in efficient working order and in good repair.
- Replace consumables (filters etc.) in accordance with the manufacturer's recommendations.

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EXAMINATION AND TESTING

- Visually check the cleaning equipment for signs of damage at least once per week or, if it is in constant use, check it more frequently. If used infrequently, then check it before each use.
- Obtain information on the design performance of dust suppression and/or extraction equipment from the supplier. Keep this information to compare with future test results.
- Keep records of inspections for a suitable period of time which complies with national laws (minimum five years).
- Put in place measures to control the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.

CLEANING AND HOUSEKEEPING

- Clean your workplace on a regular basis.
- Store containers in a safe place and dispose of empty containers safely.
- Put lids on containers immediately after use.
- Deal with spills immediately.
- DO NOT clean up with a dry brush or using compressed air.
- Use vacuum or wet cleaning methods.

•□ TRAINING

- Give your employees information on the health effects associated with respirable crystalline silica dust.
- Provide employees with training on: dust exposure prevention; checking controls are working and using them; when and how to use any respiratory protective equipment provided and what to do if something goes wrong. Refer to task guidance sheet 2.3.4 and part 1 of the Good Practice Guide.

SUPERVISION

- Have a system to check that control measures are in place and that they are being followed. Refer to task guidance sheet 2.3.3.
- Employers should make sure that employees have all the means to perform the checklist given below.



- Refer to task guidance sheet 2.1.15 dedicated to Personal Protective Equipment.
- Risk assessment must be carried out to determine whether existing controls are adequate. If necessary, respiratory protective equipment (with the appropriate protection factor) should be provided and worn.
- Provide storage facilities to keep personal protective equipment clean when not in use.
- Replace respiratory protective equipment at intervals recommended by its suppliers.

EMPLOYEE CHECKLIST

Make sure the work area

is well ventilated and that any dust extraction system is switched on and is working correctly. Clear up spills straight away. Use dust control equipment, vacuum or wet cleaning methods. Dispose of ensure additional control spills immediately. measures are taken

Look for signs of damage, wear or poor operation of any equipment used. If you find any problems, tell your supervisor. If you think there is a problem with your

problem persists. Use, maintain and store any respiratory protective equipment provided in accordance with instructions.

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respirable crystalline

silica dust while the

Check and implement the measures of controlling the risk of bacterial arowth within water sources used across site, focusing most on systems where water droplets will be generated.

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 advice on dust control when mixing materials containing crystalline silica dust.

Following the key points of this task guidance sheet will help reduce exposure.

Depending on the specific circumstances of each case, it may not be necessary to apply all of the control measures identified in this sheet in order 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 may make the best use of the control measures which are implemented.





GOOD PRACTICES FOR PERIODIC AND CONTINUOUS DRYING

This activity relates to the drying of shaped fine and coarse ceramics made of materials containing crystalline silica.



ACCESS

Restrict access to the work area to authorised personnel only.



A DESIGN AND EQUIPMENT

- Good thermal insulation should be applied.
- Air knives should be applied to the entry and exit points to continuous dryers (to prevent vapour loss, contamination and dust emissions).
- Lights/signs should clearly indicate when the dryer is in use.
- Exhaust ventilation systems should be easily controllable, interlocked to the dryer heating controls and fitted with warning lights/alarms. Refer to task guidance sheet 2.1.13.
- When the dryer is in use, the extraction should be balanced to a minimum level to maintain a slight negative pressure within the dryer.
- When feeding or onloading the dryer, avoid any friction of the products to be dried (design of transportation units).
- Where possible, locate the work area away from doors, windows and walkways to stop draughts interfering with the ventilation and spreading dust.
- Provide an air supply to the workroom to replace extracted air.
- Provide an easy way of checking the control is working, e.g. a manometer, pressure gauge or tell-tale (a small flag).
- Discharge extracted air to a safe place away from doors, windows and air inlets.
- Air recirculation is not recommended.

MAINTENANCE

- Ensure equipment used in the task is maintained as advised by the supplier/installer in efficient working order and in good repair.
- Replace consumables (filters etc.) in accordance with the manufacturer's recommendations.



EXAMINATION AND TESTING

- Obtain information on the design performance of the ventilation equipment from the supplier. Keep this information to compare with future test results.
- Visually check all equipment at least once per week for signs of damage or, if it is in constant use, check it more frequently. If used infrequently, then check it before each use.
- Have the ventilation equipment examined and tested against its performance standard, at least once each year.
- Keep records of inspections for a suitable period of time which complies with national laws (minimum five years).
- Put in place measures to control the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.

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CLEANING AND HOUSEKEEPING

- Clean your workplace and equipment on a regular basis.
- Deal with spills immediately.
- Use vacuum or wet cleaning methods.
- DO NOT clean up with a dry brush or using compressed air.

■ TRAINING

- Give your employees information on the health effects associated with respirable crystalline silica dust.
- Provide employees with training on: dust exposure prevention; checking controls are working and using them; when and how to use any respiratory protective equipment provided and what to do if something goes wrong. Refer to task guidance sheet
 2.3.4 and part 1 of the Good Practice Guide.

SUPERVISION

- Have a system to check that control measures are in place and that they are being followed. Refer to task guidance sheet 2.3.3.
- Employers should make sure that employees have all the means to perform the checklist given below.

PERSONAL PROTECTIVE EQUIPMENT

- Refer to task guidance sheet 2.1.15 dedicated to Personal Protective Equipment.
- Risk assessment must be carried out to determine whether existing controls are adequate. If necessary, respiratory protective equipment (with the appropriate protection factor) should be provided and worn.
- Provide storage facilities to keep personal protective equipment clean when not in use.
- Replace personal protective equipment at intervals recommended by the manufacturer/supplier.

EMPLOYEE CHECKLIST

	Make sure the ventilation system is switched on and is working. Make sure it is running properly; check the manometer, pressure gauge or tell-tale. Look for signs of damage, wear or poor operation of any equipment used. If you find any problems, tell your supervisor.		If you think there is a problem with your dust control equipment, ensure additional control measures are taken to reduce exposure to respirable crystalline silica dust while the problem persists.		Remove broken products immediately from feeding units. Clear up spills immediately. Use vacuum cleaning or wet cleaning methods. Dispose of spills safely. Do not clean up with a dry brush or using compressed air.		Use, maintain and store any respiratory protective equipment provided in accordance with instructions. Check and implement the measures to control the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.
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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 dust control during drying of shaped fine and coarse ceramics made of materials containing crystalline silica. The drying process can be periodic or continuous.

Following the key points of this task guidance sheet will help reduce exposure.

Depending on the specific circumstances of each case, it may not be necessary to

apply all of the control measures identified in this sheet in order 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 may make the best use of the control measures which are implemented.



GOOD PRACTICES FOR PREPARING SAND IN FOUNDRIES

This activity covers sand preparation in foundries.



ACCESS

Restrict access to the work area to authorised personnel only.



DESIGN AND EQUIPMENT

- Stop dust spreading. If possible, segregate the sand plant from other operations.
- Enclose the sand plant as much as possible. Use flexible strips at the openings.
- You need an air speed typically between 1 and 1.5 metres per second into the sand plant enclosure. Refer to task guidance sheet 2.1.13 Local Exhaust Ventilation.
- Always confirm that the extraction is turned on and working at the start of work. Check the gauge.
- Discharge cleaned, extracted air to a safe place outside the building, away from doors, windows and air inlets.
- Have a supply of clean air coming into the workroom to replace extracted air.
- If you use a skid-steer loader ('bobcat') with the sand plant, respiratory protection can impair sight lines. Enclose the cab and supply filtered air. Change filters as advised by the supplier. Make sure the driver keeps the windows closed.
- Consult a qualified ventilation engineer to design new control.





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MAINTENANCE

- Follow instructions in maintenance manuals.
- Keep equipment in effective and efficient working order.
- Repair faulty extraction systems immediately. Meanwhile, wear respiratory protective equipment (RPE).
- Sand is very abrasive and plant wears out quickly.
 Plan regular maintenance.

EXAMINATION AND TESTING

- Look daily for signs of damage to the ducting, fan and air filter. Noisy or vibrating fans can indicate a problem. Repair damage immediately.
- At least once a week, check that the extraction system and gauge work properly.
- You need to know the manufacturer's performance specification to know if extraction is working properly.
- If this information isn't available, hire an engineer competent in ventilation techniques to determine its performance.
- The engineer's report must show the target air speeds.
- Keep this information in your testing logbook.
- Get an engineer competent in ventilation techniques to examine the system thoroughly and test its performance at least once every 12 months or obey the national regulations.
- Keep records of inspections for a suitable period of time which complies with national laws (minimum five years).
- Review records to see if there are failure patterns that make planning maintenance easier.
- Consider risk assessment to decide the need for RPE and to make sure the controls are working well.
- Put in place measures to control the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.





CLEANING AND HOUSEKEEPING

- Every day, clear up accumulations of dirt in areas where people work all the time.
- Clean general workrooms once a week to stop dust being stirred up and to reduce slips.
- Use a vacuum cleaner fitted with a filter to clear up fine dust.
- Don't clean up with a brush or with compressed air.
- Shovel large spills carefully to avoid stirring up dust.

₽ TRAINING

- Give your employees information on the health effects associated with respirable crystalline silica dust.
- Provide employees with training on: dust exposure prevention; checking controls are working and using them; when and how to use any respiratory protective equipment provided and what to do if something goes wrong. Refer to task guidance sheet
 2.3.4 and part 1 of the Good Practice Guide.

SUPERVISION

- Have a system to check that control measures are in place and that they are being followed. Refer to task guidance sheet 2.3.3.
- Employers should make sure that employees have all the means to perform the checklist given below.

PERSONAL PROTECTIVE EQUIPMENT

- Refer to task guidance sheet 2.1.15 dedicated to Personal Protective Equipment.
- Ask your safety-clothing supplier to help you get the right PPE.
- Respiratory protective equipment (RPE) may be needed for work near the sand plant.
- RPE is needed for maintenance and cleaning.
- Use airline or powered filtering RPE for entry into the sand plant to clear blockages etc.
- Use a P3 standard of RPE (Assigned Protection Factor 20) or equivalent standard. Consult your supplier for advice.
- Replace RPE filters as recommended by your supplier.
- Provide storage facilities to keep personal protective equipment clean when not in use.
- Protective gloves are needed for maintenance and cleaning.
- Never allow compressed air use for removing dust from clothing.
- Workers must not take their coveralls home for washing. Use a contract laundry.

EMPLOYEE CHECKLIST

is well ventilated and any dust extraction system is switched on and is working.

Look for signs of damage, wear or poor operation of any equipment used. If you find any problems, tell your supervisor.

Make sure the room

If you think there is a problem with your dust control equipment, ensure additional control measures are taken to reduce exposure to respirable crystalline silica dust while the problem persists.

Do not interfere with ventilation systems – they are provided to protect your working environment.

Clean up using vacuum or wet cleaning methods.

Use, maintain and store any respiratory protective equipment provided in accordance with instructions.

Check and implement the measures to control the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.

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 advice on sand preparation in foundries.

Following the key points of this task guidance sheet will help reduce exposure.

Depending on the specific circumstances of each case, it may not be necessary to apply all of the control measures identified in this sheet in order 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 may make the best use of the control measures which are implemented.



GOOD PRACTICES FOR USING WATER/ADDITIVES ON THE ROADS OR OPEN SURFACES TO REDUCE DUST LEVELS

This sheet provides advice on the use of water, additives or a combination of both to reduce dust levels on the roads or in open surfaces in a quarry. This activity relates to the use of water sprays, atomized water mists or additives (e.g. calcium chloride, etc.) to suppress the generation and lower the concentration of airborne crystalline silica dusts on the roads or in open surfaces. Another option is to use lime or cement to stabilise the roads when needed.



ACCESS

Restrict access to the work area to authorised personnel only.



A DESIGN AND EQUIPMENT

- For paved roads, consider using a road sweeper.
- If possible, use water fed systems (static or mobile), or trucks sprinkling water for both paved and unpaved roads or working surfaces in the quarry.
- In circumstances where there will be no adverse effects on the environment, process conditions, product quality or health and safety, apply water mists in work areas where airborne crystalline silica may be generated by material and product handling.
- When using additives, a previous evaluation of their effects should be carried out.
- Ensure electrical systems have adequate protection when used with water suppression, spraying or misting.
- Take precautions to ensure the control of legionella and other biological agents in water storage and delivery systems.
- Take precautions to ensure that wastewater and sludges are disposed according to local legislation.
- When possible, it is recommended to use recycled water.
- Consider the use of automatic regulation based on weather conditions (e.g. wind speed, rainfall, etc.). Alternatively, establish a procedure to manage the use of the water system.
- Ensure that the system is designed with an appropriate relationship between the size of the dust and the size of the water drop particles.





MAINTENANCE

- Ensure water dust suppression equipment used in the task is maintained as advised by the supplier/installer in efficient working order and good repair.
- Replace consumables in accordance with the manufacturer's recommendations.

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otrue P EXAMINATION AND TESTING

- Visually check all equipment for signs of damage at least once per week or, if it is in constant use, check it more frequently. If used infrequently, then check it before each use.
- Obtain information on the design performance of dust suppression equipment and of the additives from the supplier (if possible). Keep this information to compare with future test results.
- Keep records of inspections for a suitable period of time which complies with national laws (minimum five years).
- Put in place measures to control the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.

CLEANING AND HOUSEKEEPING

- Clean water dust suppression equipment as instructed by the manufacturer/supplier.
- Avoid accumulation of slurries/sludges.
- Ensure spills are cleaned up immediately, and provide adequate spill control equipment.
- Avoid the dispersion of the collected dust of slurries/sludges.

TRAINING

- Give your employees information on the health effects associated with respirable crystalline silica dust.
- Provide employees with training on: dust exposure prevention; checking controls are working and using them; when and how to use any respiratory protective equipment provided and what to do if something goes wrong. Refer to task guidance sheet
 2.3.4 (Training) and part 1 of the Good Practice Guide.

SUPERVISION

- Have a system to check that control measures are in place and that they are being followed. Refer to task guidance sheet 2.3.3 (Supervision).
- Employers should make sure that employees have all the means to perform the checklist given below.

PERSONAL PROTECTIVE EQUIPMENT

- Refer to task guidance sheet 2.1.15 dedicated to Personal Protective Equipment.
- Risk assessment must be carried out to determine whether existing controls are adequate. If necessary, respiratory protective equipment (with the appropriate protection factor) should be provided and worn.
- Provide storage facilities to keep personal protective equipment clean when not in use.
- Replace respiratory protective equipment at intervals recommended by its suppliers.

EMPLOYEE CHECKLIST

Make sure that water dust

suppression equipment is working properly.

Ensure water supplies are adequate with an uninterrupted supply during use for dust suppression.

Protect water supplies against freezing.

Look for signs of damage or malfunction, and if you find any tell your supervisor immediately.

Clean up spills immediately.

Clean dust suppression equipment regularly and after use.

Keep personal protective equipment clean and properly stored. Check and implement the measures of controlling the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.

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.

Following the key points of this task guidance sheet will help reduce exposure.

Depending on the specific circumstances of each case, it may not be necessary to apply all of the control measures identified in this sheet in order 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 may make the best use of the control measures which are implemented.



GOOD PRACTICES FOR SHOT-BLASTING IN FOUNDRIES

This activity covers shot-blasting plant in foundries.



ACCESS

Restrict access to the work area to authorised personnel only.



DESIGN AND EQUIPMENT

- Use a fully enclosed cabinet or booth for shotblasting, held under negative pressure.
- For shot blasting, use material containing a maximum of 2% crystalline silica, or such lower value as may be stipulated in national regulations.
- Ensure a pressure gauge is fitted and interlocked with the blasting medium supply.
- You need a high standard of filtration for the air discharged from the booth.
- Discharge filtered air outside the building, away from doors, windows and air inlets.
- Place the booth carefully to make loading and unloading easy.
- Run the booth for two minutes after blasting has ceased to clear the air.
- Ensure all equipment is easily accessible for maintenance work.





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$igstyle extstyle \mathsf{MAINTENANCE}$

- Follow instructions in maintenance manuals.
- Use a written system of work for maintenance and define the PPE necessary.
- Keep equipment in effective and efficient working order.
- If the extraction system is faulty, stop work until it is repaired.
- Abrasives wear out plant quickly. Plan regular maintenance.

EXAMINATION AND TESTING

- Look daily for signs of damage to the ducting, fan and air filter. Noisy or vibrating fans can indicate a problem. Repair damage immediately.
- At least once a week, check that the extraction system and gauge work properly, with no dust leaks.
- You need to know the manufacturer's performance specification to know if extraction is working properly.
- If this information isn't available, hire an engineer competent in ventilation techniques to determine its performance.
- The engineer's report must show the target air speeds.
- Keep this information in your testing logbook.
- Get an engineer competent in ventilation techniques to examine the system thoroughly and test its performance at least once every 12 months or obey the national regulations.
- Keep records of inspections for a suitable period of time which complies with national laws (minimum five years).
- Review records to see if there are failure patterns that make planning maintenance easier.
- Put in place measures to control the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.





CLEANING AND HOUSEKEEPING

- Every day, clear up accumulations of dirt in areas where people work all the time.
- Clean general workrooms once a week to stop dust being stirred up and to reduce slips.
- Use a vacuum cleaner fitted with a filter to clear up dust.
- Don't clean up with a brush or with compressed air.
- Deal with spills immediately. This needs coveralls, a respirator and single-use gloves.
- Store containers in a safe place.
- Keep lids on containers when they are not being filled or emptied.
- Dispose of wastes safely.

TRAINING

- Give your employees information on the health effects associated with respirable crystalline silica dust.
- Provide employees with training on: dust exposure prevention; checking controls are working and using them; when and how to use any respiratory protective equipment provided and what to do if something goes wrong. Refer to task guidance sheet
 2.3.4 and part 1 of the Good Practice Guide.

SUPERVISION

- Have a system to check that control measures are in place and that they are being followed. Refer to task guidance sheet 2.3.3.
- Employers should make sure that employees have all the means to perform the checklist given below.

PERSONAL PROTECTIVE EQUIPMENT

- Refer to task guidance sheet 2.1.15 dedicated to Personal Protective Equipment.
- Ask your safety-clothing supplier to help you get the right PPE.
- Respiratory protective equipment (RPE) should not be needed
 if the extraction is designed correctly and working properly.
- RPE is needed for maintenance and cleaning, and for clearing up spills.
- Use a P3 standard of RPE (Assigned Protection Factor 20) or equivalent standard. Consult your supplier for advice.
- Replace RPE filters as recommended by your supplier.
 Throw away disposable masks after one use.
- Provide storage facilities to keep personal protective equipment clean when not in use.
- Never use compressed air use for removing dust from clothina.
- Workers must not take their coveralls home for washing. Use a contract laundry.

EMPLOYEE CHECKLIST

Make sure the room		If you think there is	
is well ventilated and	ш	a problem with your	
any dust extraction		dust control equipment,	
system is switched		ensure additional control	
on and is working.		measures are taken	
Look for signs of damage, wear or poor operation of any equipment used. If you find any problems, tell your supervisor.		to reduce exposure to respirable crystalline silica dust while the problem persists.	

Do not intertere with
ventilation systems – they
are provided to protect
your working environment
Clean up using vacuum or wet cleaning methods.
Use, maintain and
 store any respiratory
protective equipment
provided in accordance
with instructions.

Check and implement the
measures of controlling
the risk of bacterial
growth within water
sources used across site,
focusing most on systems
where water droplets wil
be generated.

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 advice on shot-blasting plant in foundries.

Following the key points of this task guidance sheet will help reduce exposure.

Depending on the specific circumstances of each case, it may not be necessary to apply all of the control measures identified in this sheet in order 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 may make the best use of the control measures which are implemented.



GOOD PRACTICES FOR WATER ASSISTED DUST SUPPRESSION

This activity relates to the use of water flooding and of atomised water mists to suppress the generation and lower the concentration of airborne crystalline silica dusts.



ACCESS

Restrict access to the work area to authorised personnel only.



k DESIGN AND EQUIPMENT

- If possible, use water fed tools for cutting, grinding and shaping crystalline silica containing products.
- Consider the application of water sprays or trickles to working surfaces when water fed tools are not available.
- In circumstances where there will be no adverse impact on process conditions, product quality or health and safety, apply water mists in work areas where airborne crystalline silica may be generated by material and product handling.
- Ensure electrical systems have adequate protection when used with water flooding, spraying or misting.
- Take precautions to ensure the control of legionella and other biological agents in water storage and delivery systems.
- Take precautions to ensure that wastewater and sludges are disposed according to appropriate prescriptions.

MAINTENANCE

- Ensure water dust suppression equipment used in the task is maintained as advised by the supplier/installer in efficient working order and good repair.
- Replace consumables in accordance with the manufacturer's recommendations.





EXAMINATION AND TESTING

- Visually check all equipment for signs of damage at least once per week or, if it is in constant use, check it more frequently. If used infrequently, then check it before each use.
- Obtain information on the design performance of dust suppression equipment from the supplier. Keep this information to compare with future test results.
- Keep records of inspections for a suitable period of time which complies with national laws (minimum five years).
- Put in place measures to control the risk of bacterial growth within water sources used across site, focusing most on systems where water droplets will be generated.

CLEANING AND HOUSEKEEPING

- Clean water dust suppression equipment as instructed by the manufacturer/supplier.
- Avoid accumulation of slurries/sludges.
- Ensure spills are cleaned up immediately, and provide adequate spill control equipment.
- DO NOT allow collected slurries/sludges to dry out and the dust to become airborne.

---⊔ TRAINING

Give your employees information on the health effects associated with respirable crystalline silica dust.

Provide employees with training on: dust exposure prevention; checking controls are working and using them; when and how to use any respiratory protective equipment provided and what to do if something goes wrong. Refer to task guidance sheet 2.3.4 and part 1 of the Good Practice Guide.

SUPERVISION

- Have a system to check that control measures are in place and that they are being followed. Refer to task guidance sheet 2.3.3.
- Employers should make sure that employees have all the means to perform the checklist given below.



PERSONAL PROTECTIVE **EQUIPMENT**

- Refer to task guidance sheet 2.1.15 dedicated to Personal Protective Equipment.
- Risk assessment must be carried out to determine areas where personal protective equipment must be used. If necessary, respiratory protective equipment (with the appropriate protection factor) should be provided and worn.
- Provide storage facilities to keep personal protective equipment clean, when not in use.
- Replace personal protective equipment at intervals recommended by the manufacturer/supplier.

EMPLOYEE CHECKLIST

Make sure that water dust
suppression equipment is
working properly.
Ensure water supplies
are adequate with
an uninterrupted
supply during use
for dust suppression.

1	Protect water supplies
_	against freezing.

l	Look for signs of damage
J	or malfunction, and if
	you find any tell your
	supervisor immediately.

	Clean up spills
_	immediately.

	Clean dust suppression
_	equipment regularly
	and after use.

Keep personal protecti
equipment clean and
properly stored.

Check and implement the
measures of controlling
the risk of bacterial
growth within water
sources used across site,
focusing most on systems
where water droplets will
be generated.

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 dust control by using water flooding and atomised water mists.

Following the key points of this task guidance sheet will help reduce exposure.

Depending on the specific circumstances of each case, it may not be necessary to apply all of the control measures identified in this sheet in order 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 may make the best use of the control measures which are implemented.