

# GOOD PRACTICES FOR VENTILATION



Good ventilation protects our lungs from RCS

Ventilation from doors, windows and wall-mounted axial fans helps to dilute and replace dusty air with clean air

When cutting and grinding, use power tools with an on-tool extraction system

Use Local Exhaust Ventilation (LEV) to tackle dust at the source

Consider doing dusty tasks outdoors rather than in an enclosed area

Make sure ventilation systems are working **BEFORE** starting a task — report defects

Beware of free-standing fans, which could disrupt LEV systems and disturb settled dust



# GOOD PRACTICES FOR

# WET PROCESSES



Wet processes prevent dust from becoming airborne and protect our lungs

Ensure that electrical installations are protected against water

Use a fine water mist to clean up spillages of dry materials (**DO NOT** use a water jet)

Identify drainage systems **BEFORE** using water sprays

Apply water for the duration of the task

Make sure water sprays are working **BEFORE** starting a task — report defects

When cutting and grinding, use power tools with an on-tool water suppression system



# GOOD PRACTICES FOR

# ENCLOSURE OF DUSTY PROCESSES



Enclose dust-generating processes to prevent dust from entering the workplace

Make sure the ventilation systems provided on the enclosure are working **BEFORE** starting a task — report defects

If it's necessary to enter the enclosure, allow time for dust levels to decrease. It may also be necessary to wear PPE (e.g. respiratory protection)

Always operate the process with the doors of the enclosure closed

Stay outside of the enclosure



# GOOD PRACTICES FOR

# PERSONAL PROTECTIVE EQUIPMENT



Personal protective equipment (PPE) is our last line of protection – it may be needed in addition to other dust controls

Where necessary to wear a respirator for long periods at a time, a powered respirator will be more comfortable and reliable than a dust mask

Always follow the manufacturer's instructions for safe use, maintenance, cleaning and disposal of PPE

Use PPE for the duration of the task

Don't take dirty PPE and workwear home

Tight-fitting dust masks must be face-fit-tested **BEFORE** use

Use only PPE provided, not personal items



# GOOD PRACTICES FOR GENERAL HOUSEKEEPING



Cleaning regularly prevents dust from accumulating

Workers should remove dirty work clothes and ideally take a shower at the end of their shift. **DO NOT** take work clothes home!

When removing dust from work clothes, compressed air should only be used with an air shower cabin

Report equipment faults and deal with spills immediately

Use wet cleaning methods or an industrial vacuum cleaner with HEPA filter

**DO NOT** clean up with a dry brush or using compressed air

**DO NOT** use a normal compressed air line or nozzle to clean dusty work clothes



**GOOD PRACTICES FOR**

# **DUST EXPOSURE MONITORING**



Dust exposure measurements help us to prioritise improvements that will make our workplace healthier

**You may be asked to wear exposure monitoring equipment**

**Don't interfere with the monitoring equipment**

**Wear the monitoring equipment for as much of the working shift as possible**

**Keep a note of work activities done during the shift (e.g. faults, spillages)**

**Keep a note of the activities for which PPE was worn during the shift**











**Ask your employer about your exposure monitoring results**



# THE DO'S AND DON'TS TO

# KEEP YOUR LUNGS CLEAN

A 10-point plan to help our lungs last a lifetime

-  **1 Do restrict access to worksites and dust exposed areas to employees and authorised personnel only**
-  **2 Do use ventilation systems (natural or mechanical) to reduce airborne dust. If possible, do the job outdoors rather than in an enclosed area**
-  **3 Do use the water sprays to suppress dust**
-  **4 Do plan ahead to ensure workspaces are safe and equipment is functional**
-  **5 Do wear personal protective equipment (PPE) for the duration of the task**
-  **6 Don't use a dry brush – use a vacuum or wet cleaning methods**
-  **7 Don't use a dry brush or compressed air to clean up dust**
-  **8 Don't take dirty work clothes or PPE home**
-  **9 Don't use damaged PPE**
-  **10 Don't smoke or eat in the process areas of your workplace**

