Managing Exposure to **Construction Dusts** in the Workplace

HAEDUST2015 Code of Practice



This Code of Practice (CoP) recommends good working practices for the management of exposure to construction dust in the hire industry.

Contents

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The preparation, compilation and general distribution of this Code of Practice for the Hire and Rental Industry has been done with funding assistance from HAE's partner – CITB

1. Introduction

This Code of Practice (CoP) is relevant to all HAE members who supply equipment to the construction industry. It provides guidance on protecting the health of your employees from construction dust risks and details what organizations need to consider at the point of hire when supplying dust generating equipment (e.g. wall chasers or cut-off saws). It will assist organizations in complying with existing duties under the law and highlight the relevant HSE guidance that you need to be aware of.

Construction dust is a general term used to describe a range of dusts that are present on most construction sites. This includes:

- **silica dust** – created when working on silica-containing materials like concrete, mortar and sandstone (also known as respirable crystalline silica or RCS);
- **wood dust** – created when working on softwood, hardwood and wood-based products like MDF and plywood;
- **other lower risk dusts** – created when working on materials containing very little or no silica. The most common include gypsum (eg in plasterboard), limestone, marble and dolomite.

Regularly breathing these dusts can cause serious lung disease which can have life changing consequences. It may mean permanent disability and early death. The amounts needed to cause this damage are not large. The largest amount of silica someone should be breathing in a day **after using the** right controls is shown below next to the penny.

The HSE estimate that over 500 construction workers die from exposure to silica dust alone every year. Construction dust is a priority issue for the HSE and the construction industry who have come together to form the Construction Dust Partnership (CDP). The partnership exists to raise awareness of the risks associated with construction dust and the control measures people need to take.

As a key member within the CDP, the HAE is well placed to represent your interests on this issue. This CoP has been produced by the HAE in consultation with the CDP. It demonstrates HAE's commitment to protecting hire employees from construction dust risks, particularly those undertaking cleaning and maintenance work, and ensuring that members can provide the construction industry with the right equipment and advice on this topic.

Further information on the CDP can be found at http://www.citb.co.uk/health-safety-and-other-topics/health-safety/construction-dust-partnership/

2. Purpose & Scope of the Code of Practice (CoP)

The CoP provides guidance to HAE/EHA members on protecting the health of your employees from construction dust risks and details what organizations need to consider at the point of hire. It is split into two parts detailing:

- The key things organizations need to consider when managing dust risks
- How to implement these on a daily basis as part of the hire and maintenance cycle.

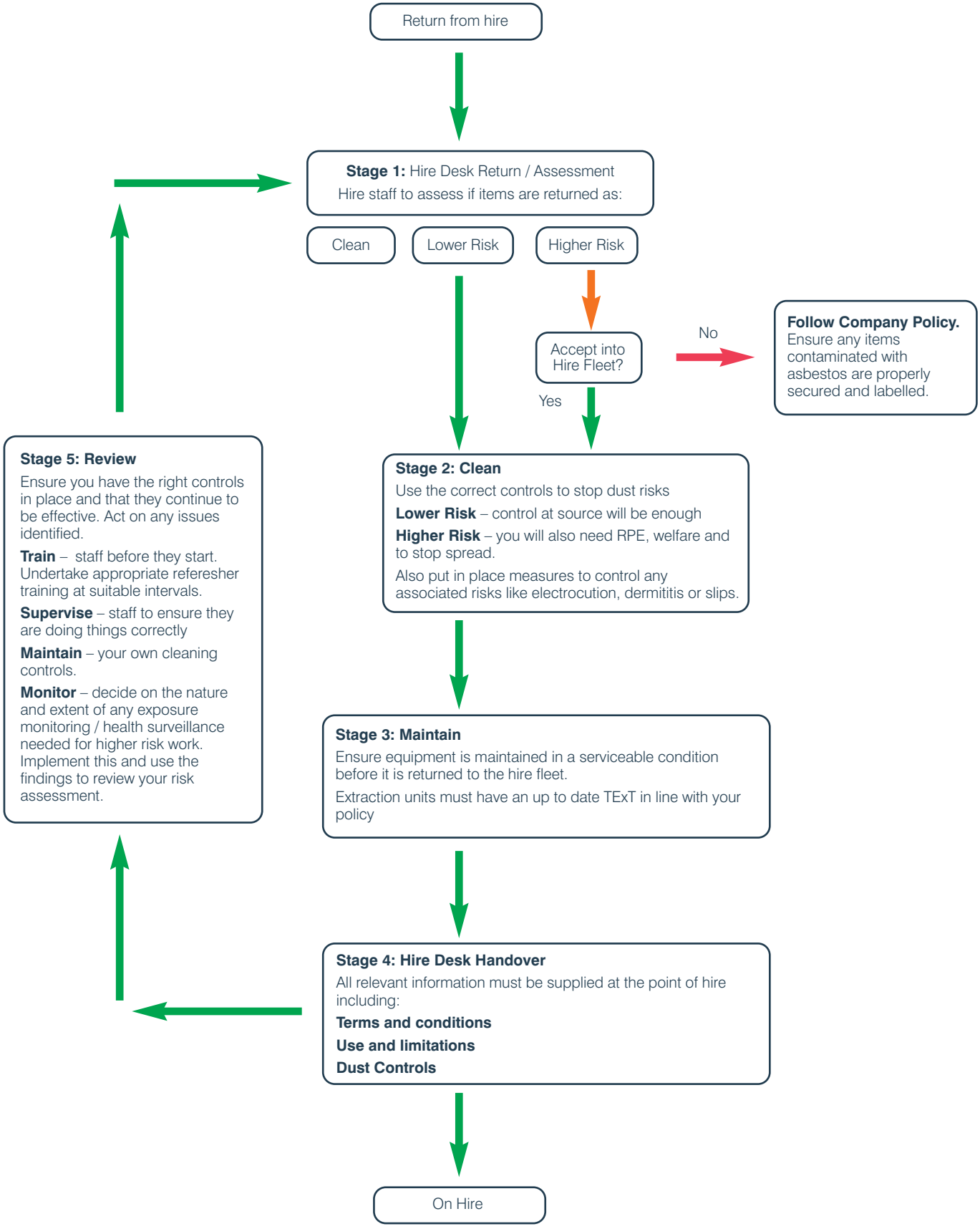
Diagram 1, Page 3 depicts how these fit together. The CoP applies to, but is not limited to, the following:

- Equipment that generates dust by virtue of its design and intended use (e.g. chop saws, routers, disc cutters, power drills)
- Equipment designed to collect dust (e.g. extraction units and accessories like hoses)
- Equipment that may be returned covered in dust (e.g. plant or access equipment)

This CoP **does not** cover:

- Equipment that is supplied for work with asbestos. Such equipment falls under specific legislation and detailed HSE guidance. However, it does provide advice on the steps organizations should take if they suspect that returned equipment is contaminated with asbestos or other hazardous substances like lead.
- Other the risks associated with the control measures highlighted (e.g. dermatitis or electrical safety). However, these are referenced and further sources of information are provided.

Diagram 1: Managing Construction Dust Risks



3. Managing Dust Risks

Organizations need to have the correct arrangements to fulfill their health and safety duties. The range of applicable legislation is quite wide and there are common elements within this. The information below needs to be used together with the additional resources in Appendix 1. Organizations need to decide on the controls that are suitable for the level of risk within their workplace and document their arrangements.

- **Identify** which employees are at risk from construction dust. This is most likely to be those employees undertaking any cleaning / maintenance work. However, it may include hire employees if they need to check the condition of returned equipment which is heavily contaminated with dust – e.g. an extraction unit that is returned un-emptied.

  Organizations should also identify whether these employees might be exposed to any additional risks. This could include:

  - Other contaminants on returned equipment: e.g. biological agents from sewage on equipment used in drains;
  - Any heavy lifting;
  - Fire and explosion. Some dusts in sufficient quantities can be a fire and explosion risk although this is unlikely to occur in most cleaning / maintenance situations.
  - Other risks linked to cleaning / maintenance work. This could include dermatitis, electrical safety, fumes or slips, trips and falls.

  These risks are not considered further as part of this CoP. However, they are covered by health and safety legislation and organizations need to ensure that adequate arrangements in place to manage these as appropriate.

- **Assess** the level of risks to which employees may be exposed. Dust only becomes a risk to the lungs once it gets into the air in significant amounts. This means that work can separated into:

  Lower Risk: This covers work where the equipment:

  - Has little dust on it;
  - Has significant contamination but this dust does not easily get into the air when handled **and** it can be straightforwardly cleaned (e.g. pressure washing a MEWP or another item of plant)

  Higher Risk: This covers work where the equipment:

  - Has fine dust which can easily get into the air when disturbed (e.g. an extraction unit)
  - Has heavy contamination that is difficult to clean
  - Where employees have concerns there is additional contamination from other substances (e.g. lead or asbestos)

  Involve employees in identifying common scenarios within the workplace which fall into the above categories. Not only will they be an important source of information but they will also have to make decisions on the level of dust risk associated with equipment returned from hire.

  See appendix 5 for an example of a cleaning risk assessment.

- **Control** the risks to all workers. This means using the right controls in the correct order.
- **Prevent:** The best control is to prevent employees from being exposed in the first place. Where possible get the end user to empty dust extraction units and return equipment in a clean condition.

  Ask the end user about the work the equipment has been used for. This will help identify whether it has been contaminated by anything else. Pay particular attention to asbestos. It is important that immediate steps are taken where organizations know or strongly suspect that equipment has been contaminated with asbestos. Where asbestos is suspected, follow the guidance outlined in **HSE's Asbestos Essentials**
  http://www.hse.gov.uk/asbestos/essentials/

When necessary, double wrap equipment to prevent any potential contamination spreading and label as such. Don't overfill any bags and take care where sharp object could puncture the plastic. Place the equipment in a secure area. Organizations will need to decide if the equipment is to be disposed of or decontaminated and returned to the hire fleet. Both are specialist work and require the correct permissions. Do not attempt this yourself unless you have the necessary arrangements in place.

Control at Source: Where the risks cannot be prevented organizations need to take steps to control the risk at source – i.e. to stop the dust getting into the air and spreading. This is the main control so it is important to get it right. There are three methods:

- **Wet / damp cleaning** – this is very effective at removing the dust and stopping it getting into the air. A number of different methods can be used. These are listed in Appendix 2 together with the key issues organizations need to consider when using them.
- **Dry vacuuming** – Can also very effective with H and M class extraction units/ vacuums and nozzle or brush accessories when cleaning tools, equipment and filters. See Appendix 3 for further information.
- **Local Exhaust Ventilation (LEV)** – The process of capturing dust or fume locally from a working tool or process. Examples could be a capture hood on a fixed or hand held grinder connected to an H or M class vac unit, a fume cart with flexible arm capturing weld/solder fume, a mobile air cleaner or an enclosed tool cleaning cabinet and extraction unit. It is vital that organizations understand how LEV works so that the right equipment is chosen and used correctly. See Appendix 3 for further information.
    - Full details of LEV systems etc. can be found in **HSG 258 Controlling Airborne Contaminants at work** http://www.hse.gov.uk/pubns/books/hsg258.htm

Controlling at source will be enough to protect employees where you are dealing with 'lower risk' work. Where 'higher risk' work is involved organizations will need to use the controls below **as well**. These controls will also be sufficient to deal with any incidental contamination from asbestos, lead etc. that have not been identified when the equipment was returned.

- **Stop Spread:** It is important to take steps to ensure that other workers are not accidently exposed to the dust risks (i.e. when working in the vicinity or from dust spreading into their work area). Set aside a dedicated area for higher risk work and only allow access to people with the right training. Measures to stop dust spreading include:
    - Properly using the controls above
    - Closing doors or using plastic strip door curtains
    - Air cleaners

    Do not use brushes for sweeping up or airlines for blowing down equipment. Do not shake out filters or strike against walls or solid objects. These methods quickly release large quantities of dust into the atmosphere. Vacuum using an M or H class extraction units instead. Full details on preventing spread are listed in Appendix 4.

    Personal Protective Equipment (PPE):

    The level and use of PPE will need to be determined based on the findings of the individual workplace risk assessment. All the relevant information and training must be provided to the users and records must be maintained.

    PPE should never be used as the only form of protection. It is a back-up control measure that

provides protection in addition to the control at source. There is a requirement to provide respiratory protective equipment (RPE) for higher risk work. This is likely to take the form of a mask. Make sure that this offers the correct level of protection and fits the users. Other PPE may also be needed to control any additional risks that have been identified – e.g. eye protection, protective clothing or gloves. Further details on PPE use are contained in Appendix 5.

All PPE must be maintained in a serviceable condition (in accordance with manufacturer's information) and be replaced as necessary.

Washing facilities – There must be suitable & sufficient welfare facilities available on site. Dust can dry the skin and cause dermatitis along with other contaminants. Washing before breaks stops cross contamination and accidental ingestion.

- Hot and cold (or warm) running water
- Sufficient soap and towels
- Barrier creams
- The washing facilities are separate from any food/drink preparation areas (i.e. do not use the sink in a kitchen area as this will spread the contamination).
- The facilities are regularly cleaned and re-stocked

- **Train and Supervise** employees. It is vital that they know about the risks, how to use the controls properly and what to do when there are problems. Hire employees also need to be aware of the information to be given to end users. Supervise your employees to ensure that they follow the procedures that the organization has put in place. Quickly address any problems that have been identified.
- **Maintain** equipment so that it continues to work properly and keep records of the work done. This includes the controls organizations are using to protect employees as well as ensuring that hire equipment can provide effective dust control on site. In addition to standard mechanical and electrical maintenance you need to pay particular attention to ensuring LEV has undergone a Thorough Examination and Test (TExT). This also applies to M and H class extraction units that organizations are hiring. See appendix 3 for further information.
- **Monitor** the controls to ensure they remain effective. This may involve exposure monitoring and health surveillance. Where organizations regularly undertake higher risk work they will need to decide on the extent and nature of any monitoring needed. Get specialist advice if you are unsure.
- **Provide** the right information at the point of hire. All relevant information must be given to the end user regarding the conditions of hire, correct use of the equipment and the risks associated with it. This includes the specifications expected by HSE to control on-site dust risks.

4. Controlling Dust Risks in Practice

There are a number of key stages when implementing the controls in Section 3. These are outlined below and in Diagram 1 on Page 4. Organizations need to adopt this process to adequately and effectively control the dusts risks within the workplace.

- **Stage 1: Hire Return / Assessment:**

  Plant and equipment will have been hired under specific terms and conditions (these are discussed in more detail in Stage 4). It should be returned clean with non-reusable items disposed of (e.g. extraction units should have any used dust bags removed and the contents safely disposed of prior to their return). In these instances the risks will be minimal and the items can be placed for maintenance.

  However, this will not always be the case. Hire employees will therefore need to make an initial judgment, after receiving the correct training, as to whether returned items are 'lower risk' or 'higher risk'. To help with this process they should:

  - Make an initial visual assessment. Care should be taken to minimize the disturbance of any dust (e.g. when checking extraction units)
  - Ask what the equipment has been used for. Generally there is greater risk where equipment has been used for refurbishing / demolishing older properties. High risk tasks include:
    - Sanding older paint surfaces that might contain lead
    - Any cutting of lead (e.g. for roofwork)
    - Work on any material containing or suspected of containing asbestos
    - Work where biological agents could be present (e.g. near a sewer)

  It is important that Organizations set clear guidelines for their employees on how to identify items as higher risk. Employees need to know when to accept items back into the hire fleet and the procedures to follow when this is not the case. This is particularly important where it is known or strongly suspected that items have been contaminated with asbestos.

- **Stage 2: Clean**

  Organizations will need to develop cleaning procedures/ processes to ensure that work is carried out safely. Pay particular attention to:

  - **Location** – cleaning should be undertaken in designated areas that are large enough, adequately ventilated and have the correct equipment.
  - **Pre-start** – check controls have been correctly maintained and are properly working before use. Make sure that the items being cleaned are in a safe state (e.g. equipment is isolated)
  - **Control use** – use the most suitable control(s) for the equipment. Wet cleaning will be appropriate for access equipment and most plant. However, damp cleaning or LEV would be more suitable where electrical equipment is involved. Organizations need to make sure that employees are properly trained. Poor control use can significantly reduce the level of protection they get, particularly for higher risk work.
  - **Waste disposal** – Organisation must comply with environmental management system/ waste arrangements. Avoid contaminating drains and waterways when using wet cleaning processes. Dust collected using LEV will need to be disposed of properly.

- **Stage 3: Maintain**

  Organizations have a duty of care to ensure that all hired equipment is maintained in a serviceable condition at all times. Follow existing arrangements – e.g. the HAE CoP on Portable Appliance Testing. This duty also applies to any item designed to control on-site dust risks. Pay particular attention to:

- Connectors and nozzles on equipment that use water suppression (e.g. cut-off saws and core drills)
- Seals, connectors and general contamination in pressurized water suppression containers
- Captor hoods / guards and connectors on equipment that can be attached to extraction units (e.g. wall chasers or grinders)
- Hoses for extraction units
- Extraction units including TExT requirements (see Appendix 3)

- **Stage 4: Hire Desk Handover / On-Hire**

  All relevant information must be provided at the point of hire. Key areas include:

  - **Terms and Conditions** – items should be returned as hired before the end of the agreed period. End Users have a responsibility to use equipment for its designed purpose and it should be cleaned before being collected / returned from site. It is the responsibility of the End User to dispose of any collected dust (e.g. within extraction units) devices e.g. bags that may have become contaminated and or need to be disposed of as 'Hazardous Waste'. Any alterations are strictly prohibited without prior agreement. It should be clear that the End User will be responsible for any additional costs incurred outside of normal use (i.e. repairs outside of normal wear and tear or dealing with asbestos contamination).
  - **Use and limitations** – all end users must be provided with adequate information relevant to the hazards associated with equipment being hired. This includes the necessary pre-use checks, safe operating procedures and any specific maintenance needed during the hire period (e.g. changing dust bags or cleaning filters of extraction units). Appropriate written instructions should be provided. Safety guidance sheets must be supplied with all plant & equipment.
  - **Dust Controls** – specific information should be provided for hired equipment that can create significant levels of construction dust when in use (e.g. cut-off saws, grinders, chasers, chop saws and sanders). This should include basic information about the health risks (where the end user is unaware) and the duties that commercial hirers (i.e. non domestic) have to control this on site. The end user must be made aware of the requirement to use and connect water suppression / dust extraction equipment and any associated RPE where this is needed. These items, together with the appropriate attachments, should be offered at the point of hire. Consider the sale or return of unused consumables. Pay particular attention to the following issues:

    Water Suppression:

    - Ask whether the container has enough capacity for the work being done or if there is a ready supply of water to refill it.
    - Make the end user aware of the right pressure / water flow rates for the equipment and that waterproof trousers are advised to protect the users or cut-off saws etc.
    - How operators can deal with damage to seals etc. Spare seals may be offered as part of the hire agreement.

    Extraction Units:

    - Ensure only extraction units meeting the M or H classification are supplied for work with construction dust. On-tool dust capture bags or 'domestic' vacuums are not suitable.
    - These units must be supplied with the correct hose(s), connection(s) and adaptor(s) for equipment they are going to be used with.

- Extraction units should come pre-fitted with a dust bag to prevent the inside of the unit becoming contaminated. Additional bags should be offered.
- End users are aware of how to correctly operate the unit, including what to do when the alarm indicator operates
- The extraction unit is supplied with evidence that it has an in-date TExT certificate.

Respiratory Protective Equipment (RPE):

- RPE with an assigned protection factor of 20 is the recommended minimum standard for RPE used to control construction dust. This means a disposable FFP3 mask or a half mask with a P3 filter(s).
- Masks do not offer adequate protection where they do not fit. Wearers need to be face fit tested for the specific mask and clean shaven.

Useful information on these issues for hire desk employees and end users can be found in Appendix 5 page 17. This includes HSE advice on task specific controls and PDF documents that can be printed as hard copies for distribution at the counter.

Stage 5: Review

The remaining controls outlined in section 3 do not fit into the daily hire / return cycle. Their importance lies establishing the right initial controls and then reviewing these at suitable intervals to ensure they continue to provide the right level of protection. Any issues identified by this should be fed back into the risk assessment process and the conclusions acted upon.

Appendix 1

Additional Information on Managing Dust Risks

Use the information in Section 3 together with the additional resources below to decide on the controls that are suitable for the level of risk in the workplace. Document the arrangements that are in place.

Topic	Information and Resources
Legislation	There is a wide range of health and safety legislation applicable to the information contained within this CoP. Key legislation includes: • The Health and Safety at Work Etc. Act 1974 (HASWA) • Provision and Use of Work Equipment Regulations 1998 (PUWER) • Workplace (Health, Safety and Welfare) Regulations 1992 (WHSR) • Management of Health and Safety at Work Regulations 1999 (MHSWR) • Control of Substances Hazardous to Health Regulations 2002 as amended. (CoSHH) • Dangerous Substances and Explosive Atmospheres Regulations 2002 (DSEAR) • Electricity at Work Regulations 1989 The best source of information on this is the HSE website: http://www.hse.gov.uk/
Control	For specific information see Annex 2: Wet control Annex 3: LEV Annex 4: RPE
Train and Supervise	See HAE/EHA SafeHire Document - obtained for HAE
Maintain	Provision and use of work Equipment Regulations http://www.hse.gov.uk/pubns/books/l22.htm
Monitor	British Occupational Hygiene Society (BOHS) http://www.bohs.org/ SEQOHS - Safe, Effective, Quality Occupational Health Service https://www.seqohs.org/
Provide	HAE Standards for Hire Equipment http://www.hae.org.uk/

Appendix 2

Wet / Damp Cleaning Processes – Examples

Equipment	Information	Yes/No
	**Pressure Washing** - Waste water discharge, consent to discharge, interceptors and normal considerations regarding risk assessment for use of a pressure wash system. Many items of equipment can have components washed without compromising the machine e.g. bucket / base of a vacuum / dust extractor.	✓
	**General Washing** - Shower trays are also used (at bench height) for washing other contaminated items e.g. confined space escape sets.	✓
	**Cleaning Wipes** - Ideal for cables and other items where wash-down is not appropriate. Used in other industries e.g. Asbestos removal for wiping down dust contaminated equipment. Gloves may be required as some wipes may contain sensitisers.	✓
	**Parts Washer** - Not suitable for some machinery, ideal for components. Also consider other CoSHH aspects e.g. skin sensitisation and fire risk plus disposal / recycling of contaminated solvent.	✓
	**Parts Washer** - As above, may not be suitable for some machinery but is ideal for components.	✓

Wet / Damp Cleaning Processes – Examples (...continued)

Equipment	Information	Yes/No
	**Hot Parts Washer** - As above, not suitable for all types of machinery. Available in a range of sizes to suit components through to complete assemblies e.g. engines / mechanical machinery. Includes anti-corrosion additives. May require 3 phase electrical supply.	✓
	**Ultrasonic Cleaners** - Cleans to a microscopic level. Reports from hire company users are very positive, 60% reduction in carburettor replacements following cleaning.	✓
	**Cleaning Fluids** - Often flammable, contents can have other health considerations e.g. irritants / sensitisers	✓
	**Trigger Spray** - Good for localised dust management on small tasks.	✓

Appendix 3

Local Exhaust Ventilation (LEV) & Extraction Devices

The CoP requires the Employer to ensure that suitable ventilation/extraction systems are in place to protect employees who are likely to be exposed to construction dusts whilst cleaning, servicing and maintaining hired plant.

Fixed plant in workplaces e.g. LEV should be designed for a particular purpose and again alterations or misuse will be detrimental to its performance and put workers at increased risk.

All LEV/extraction devices must be fit for purpose, serviced and maintained in accordance with the manufacturer's information and the requirement of CoSHH regulations, Regulation 9.

Maintenance of LEV

Under the CoSHH regulations (Regulation 9) all plant and LEV that has been provided to protect employees needs to be maintained and serviced by a competent organization every 14 months. Regulation 9 refers to the Maintenance, examination and testing of control measures. CoSHH regulations can be found at http://www.hse.gov.uk/pubns/books/l5.htm

The frequency of examinations or tests should also be linked to the type of engineering control in use, the extent of any risk in the event of its failure or deterioration and the likelihood that failure or deterioration will occur.

Thorough Examination and Test (TExT)

TExT serves as an audit of the past year's LEV system management. The objective of testing is to ensure that the systems is working correctly as designed and to identify any defects that may reduce its effectiveness e.g. split hoses and to have such defects rectified as soon as is possible. The items for statutory examination and test should be set out in the user manual and the expertise of a service provider may be needed.

The maximum time between tests of LEV systems is set down in COSHH and for most systems this is 14 months. In practice this is normally taken to mean annually.

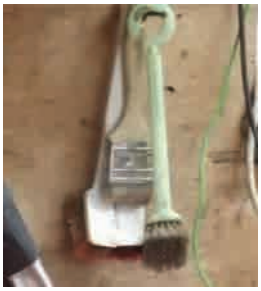
Should there be any doubt as to the integrity of any extraction system or device then a TExT is to be instigated. See Page 16 for an example of a TExT process.

For hired extraction equipment each organization must ensure that all extraction plant it is maintained in a serviceable condition.

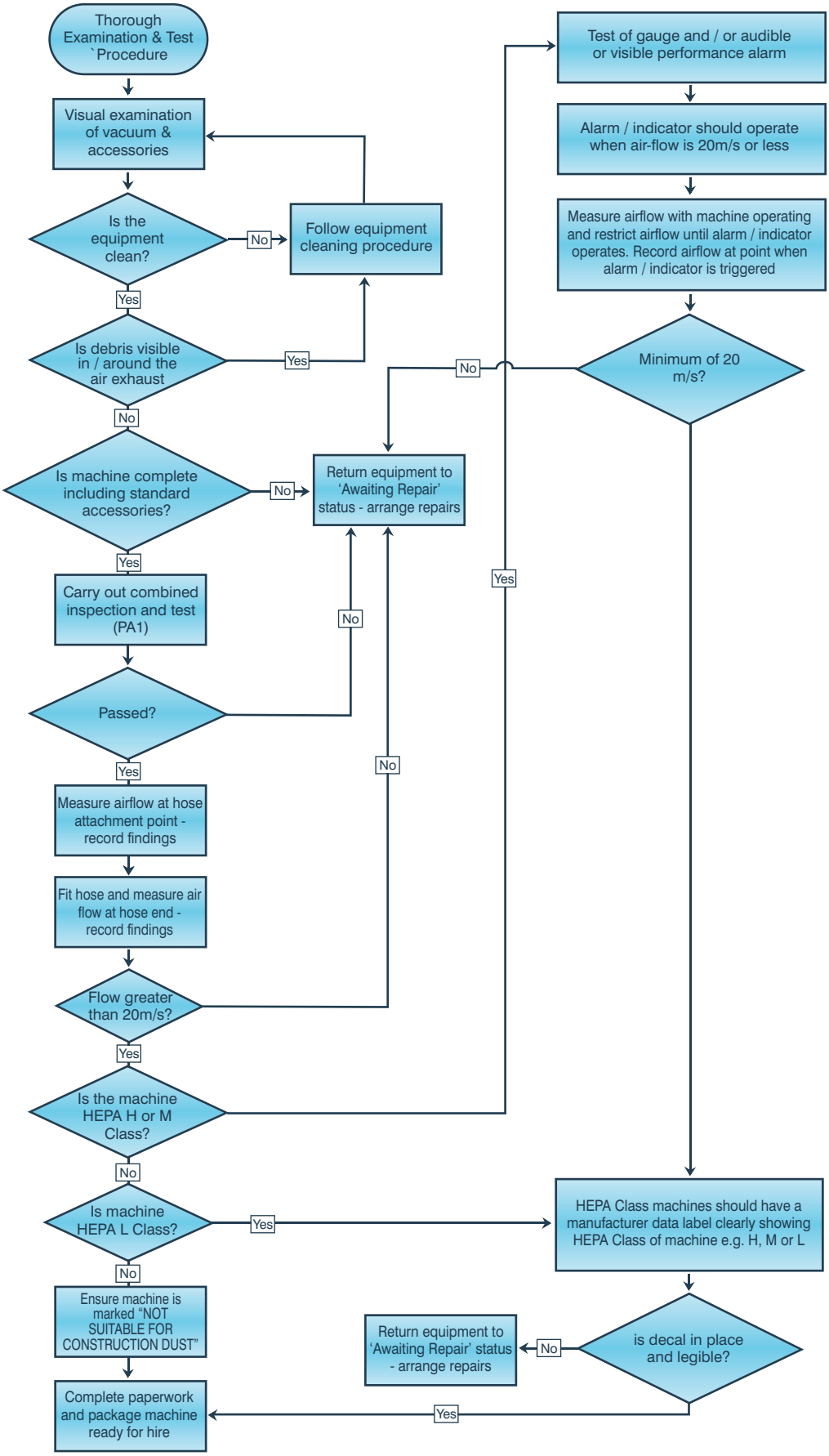
LEV Examples & Extraction Devices

Equipment	Information	Yes/No
	**Dust Enclosure Equipment** - Manual handling assessment during loading and unloading of the cabinet. Air supply, replacement gloves, screen damage, lighting.	✓

Local Exhaust Ventilation (LEV) & Extraction Devices (...continued)

Equipment	Information	Yes/No
	**Down Draft Bench** - Equipment is quiet to use and replaces existing workshop benches.	✓
	**Dust Cabinet** - is linked to a dust extraction unit and as per all LEV's has a TExT at least every 14 months. Image courtesy of PSM Plant who have two such systems designed to suit the space available in each branch and tasks done.	✓
	**Air Scrubber** - Ideal for capturing dusts that are not captured at source, ambient air is recirculated and respirable and inhalable dusts that are more likely to stay airborne get captured. Service and maintenance considerations as per all capture equipment.	✓
	**Industrial Dust Extraction Equipment/ Vacuums classified to M or H (medium or high) standard** - Dry vacuuming of returned plant or tools with suitable vacuum brushes and accessories. Washable filters are available for some machines. Image shows examples of decals fitted by manufacturers on machines classified as M or H Class. Fitting a Hepa filter or bag on an unclassified machine is not sufficient to achieve this control.	✓
	**General Equipment** - Ensuring brushes are matched to task, very basic but extremely effective control **when combined with an extraction device**.	✓

Example TExT Process



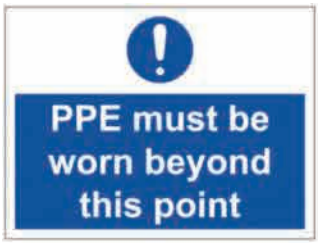
Appendix 4

Stopping Spread - Do Not (unless absolutely necessary!)

Equipment	Information	Yes/No
	Non-classified vacuums are not suitable for construction dusts and will offer poor performance regarding capture of respirable and inhalable dusts.	✗
	Dry sweeping releases large amounts of respirable and inhalable dusts which can take many hours to settle. Capture with vacuums or damping down before sweeping will control dust release.	✗
	Airline use in workshops releases significant quantities of dust and must not be used unless in combination with another control e.g. dust cabinet or similar.	✗

Appendix 5

Respiratory Protective Equipment (RPE)

Control Image	Information
	**Respirators** / **masks** should be rated to the task and must fit (face-fit testing), mask in image is a JSP Press to Check mask that enables an operator to test fitment at each use.
	**Regular laundering** of work wear and / or use of disposable PPE should also be incorporated.

Example Risk Assessments

General – Cleaning of Equipment	
At Risk: Depot and Workshop Employees	
Hazards	**Controls**
Emissions to environment	Use non hazardous water based cleaning products where possible. Environmental protection measures to be maintained at appropriate intervals. (interceptor, LEV) Dispose of contaminated wipes or cleaning materials in an approved receptacle. Contaminated waste receptacle to be emptied by an approved contractor, using waste transfer notes. Ensure cleaning products are diluted to recommended levels.
Fumes from degreaser fluid and other cleaning products	Degreaser bath or cleaning area must be located in a well ventilated area or local exhaust ventilation (LEV) to be used. Apply products in a controlled manner e.g. use trigger spray/brush/wipe Follow manufacturer's guidance on application and use.
Contact with cleaning products or debris from equipment being cleaned	If equipment has obvious contamination with unknown substances (powders etc) Identify any contamination and obtain COSHH data sheet prior to handling equipment Observe precautions set out in COSHH data sheet, consult your SHEQ manager for advice if unclear. Inspect equipment for loose parts prior to cleaning. If contamination contains small particles i.e. powders do not allow to become airborne. Use a vacuum or damp rag etc Brush off heavier non powder debris prior to cleaning Pressure washing must be carried out in designated area with screens fitted (where possible) Apply products in a controlled manner e.g. use trigger spray/brush/wipe Follow manufacturer's guidance on application and use. Store all cleaning products in an appropriate storage area or receptacle. Replace lids and caps when not in use. Dispose of contaminated wipes in approved receptacle Wash area to be designated a mandatory PPE zone with appropriate signage Apply barrier or moisture creams as required. Wash hands before consuming food or drink.

General – Cleaning of Equipment	
At Risk: Depot and Workshop Employees	
Hazards	**Controls**
Fire or explosion	Only use recognised cleaning solvents or solutions. Do not use substitutes such as petrol which is highly flammable and poses an explosion risk Restrict smoking to designated areas, Flammables and naked flames/hot works to be controlled in an appropriate manner (see relevant risk assessments).
Electric Shock or Injury from use of equipment	Use 110volt or petrol/diesel powered equipment where possible Avoid 240v Equipment, if unavoidable ensure Rcd is fitted and working. If equipment is sensitive electronic equipment specialist techniques will need to be used, consult the manufacturers Inspect cleaning equipment prior to use and at periodic intervals, pay particular attention to hoses and couplings on pressure washing equipment. Extra care to be taken when using steam cleaners or hot washers all skin must be covered. Release pressure from Hoses after use Follow PPE requirements at bottom of page.
Slips, Trips and falls	Ensure area is clear of other equipment and water is not allowed to build up. Spillages of cleaning solution to be cleared immediately Cleaning fluids to be transferred in a controlled manner Appropriate anti slip footwear to be worn Ensure trailing leads and hoses are suitably stored when not in use and are used in an appropriate manner to minimise risk. Ensure suitable access equipment is used if ground level work cannot be maintained. Access equipment to be inspected and maintained in line with company policy (see appropriate risk assessment) Wash area must not be used in freezing conditions due to icing.
Bacteriological Infection	Operators must be informed of and be able to recognise the symptoms of Weil's disease. Wash areas must be maintained in a clean condition. Debris must not be allowed to acclimate. Refer to specific risk assessment.

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