

QSCU OHS&R MANAGEMENT SYSTEM

PROCEDURE 38 – Synthetic Mineral Fibres

1. PURPOSE

This procedure defines requirements for the safe management of synthetic / ceramic mineral fibres on company controlled premises. Short term exposure to synthetic / ceramic mineral fibres can cause irritation to the eyes and respiratory tract. Contact can also cause irritation to the skin in some cases.

2. MANDATORY REQUIREMENTS

1. The use of synthetic / ceramic mineral fibres shall be minimised in new or existing plant or sites under company control. Where unavoidable, preference shall be given to other materials that are less hazardous.
2. The location of all synthetic / ceramic fibre materials on company controlled sites shall be recorded.
3. As far as practicable, existing synthetic / ceramic fibre materials shall be labelled. Where labelling is impracticable, other means shall be established to alert people working in the area to the presence of synthetic / ceramic fibre materials.
4. Work involving synthetic / ceramic mineral fibre materials shall be planned to minimise generation and exposure to synthetic / ceramic mineral fibres in accordance with the WorkSafe Australia, National Code of Practice for Synthetic Mineral Fibres.
5. Information shall be obtained from a company nominated Occupational Hygienist for control measures to be used for work involving ceramic mineral fibres.
6. All people who work with or may come into contact with synthetic / ceramic mineral fibre materials shall be appropriately trained in the hazards of synthetic / ceramic mineral fibres and suitable precautions to minimise exposure.
7. OHS&R training records shall be retained indefinitely.
8. Regular reviews of this procedure shall be conducted to ensure compliance with the mandatory requirements.

3. RESPONSIBILITIES

Responsible Manager

Ensure that the requirements of this procedure are complied with.

4. REFERENCE DOCUMENTATION

- A. AUSTRALIAN AND NEW ZEALAND OHS&R LEGISLATION

5. FORMS

- A. SYNTHETIC MINERAL FIBRE REGISTER