

REMOVING WASTE FROM A DUST EXTRACTION UNIT**SCOPE**

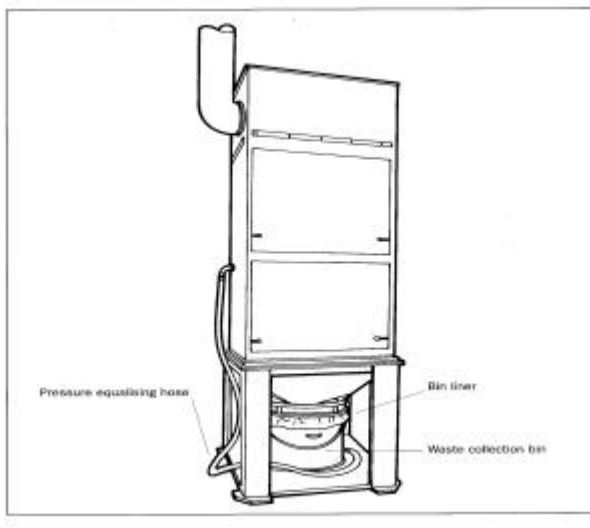
This control sheet is part of the ILO Chemical Control Toolkit. It should be used when the toolkit identifies that a control approach 2 using a dust extraction unit is an appropriate control solution for your chemical(s) and task(s). The sheet gives good practice advice on removing waste from a dust extraction unit. The key points you need to follow to help reduce exposure to an adequate level are described. It is important that all the points are followed. Some chemicals are flammable or corrosive and your controls must be suitable for those hazards too. Look at the safety data sheet for more information. Air cleaning equipment may be necessary before discharging exhaust air to the atmosphere. This sheet identifies the minimum standards you need to apply to protect your health. It should not be used to justify a lower standard of control than that which may be required for process control or control of other risks.

ACCESS

- Keep unnecessary people away from the work area. Ensure that no one is working close by downwind.

DESIGN AND EQUIPMENT

- Ensure dust extraction units are designed and installed to recognised standards. The designer, supplier or installer should provide proof that the unit meets the required specifications and standards.
- Locate the extraction unit outside the main work area and, if possible, away from the prevailing wind.



- For use with combustible dusts, explosion relief should be provided and the unit should be appropriately earthed.
 - A pressure equalising mechanism should be provided at the base of the unit to prevent the bag being sucked out.
 - Provide a simple way of checking the unit is working e.g. a manometer or pressure gauge.
- Determine how often the waste bin will require emptying and ensure this is carried out on a schedule basis.
 - Provide a shut-off valve to isolate the bin for removal.

- Dispose of waste in accordance with environmental best-practice or applicable legislation.

EXAMINATION, TESTING AND MAINTENANCE

- Get information on the design performance of the equipment from the supplier. Keep this information to compare with future test results.
- Once every day, check that the extraction unit is working.
- Visually check the unit once a week for signs of damage and, if you have any suspicion that it is not working properly, ensure that it is repaired immediately. Serious consideration should be given to stopping the process until repairs have been completed.
- Have the unit thoroughly examined and tested against its performance specifications and standards at least once a year.
- Maintain the equipment as advised by the supplier/installer, in effective and efficient working order.

CLEANING AND HOUSEKEEPING

- Ensure that the bin is emptied on a regular basis.
- Do not allow the waste bin to overflow.
- Tie the dust bag top before removal from the bin.
- Clean the unit and surrounding area daily.
- Deal with all spills immediately.
- Don't clean up dusts with a brush or compressed air. Use a damp cloth or vacuum.

PERSONAL PROTECTIVE EQUIPMENT (PPE)

- Chemicals in hazard group S can damage the skin or eyes, or enter the body through the skin and harm you. Sheets Sk100 and Sk101 give good advice on how to keep the materials off your skin.
- Check the material safety data sheet for the hazards associated with the extracted dust or ask the supplier of the material what personal protective equipment is needed.
- Ask your safety equipment supplier to help you select suitable protective apparatus.
- Look after your protective equipment. When not in use, store it in a clean, safe place.
- Keep your protective equipment clean and change it at recommended intervals or when it is damaged.

TRAINING AND SUPERVISION

- Tell your workers about any harmful properties of the dusts that they are dealing with and why they must use the controls and PPE provided.
- Teach them to handle the dust safely and how and when to wear any PPE supplied.

- Check controls are working and ensure that they know what to do if something goes wrong.
- Have a system to check that the precautions you have put in place are being followed.