

Georgia Dust Regulation Training

How to prevent explosions!

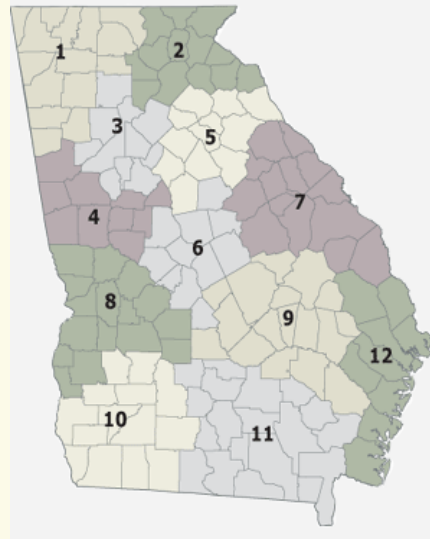


CONSTRUCTION
SUPPLIERS
ASSOCIATION

Registration

- You may accomplish this on line

<http://www.oci.ga.gov/safetymfg/DustRegistration.aspx>





Basic Requirements

- Initial training for new employees.
- Conduct annual refresher training for all other employees.
- Ensure emergency plans are developed, reviewed and updated.
- Provide monthly notification of hazards to all employees.
- Maintain emergency response team training.
- Conduct emergency training drills.
- Ensure compliance with National Fire Prevention Association (NFPA) standards.
- Document the above with the state on an annual renewal.

Initial training for new employees

- Create a training packet for new employees.
- Include a copy of the evacuation plan (map including location of fire extinguishers) and explain (see additional PowerPoint for Fire Safety).
- Explain types of working equipment – hazards, operation, shutdown procedures, and main plant emergency shutdown procedures.
- Review MSDS sheets and stress importance of each hazard and how to prevent dangers.
- Review roles of the emergency teams and how drills are performed.
- Assign responsibilities to new employees as needed.

Annual refresher required

- Notify employees of all changes in prevention techniques – ask for suggestions.
- Review all procedures for emergencies, including fire, explosions and evacuation.
- Review emergency response teams and what their responsibilities are.
 - Emergency shutdown procedures
 - Notification of 9-1-1
 - Assuring all employees safety and location

Annual Training

- Perform safety inspection with employees
 - Create an interest in preventing hazards.
 - Explain the reasoning behind procedures.
- Cover any areas which could cause hazards
 - Removal of cobwebs to prevent dust accumulation.
 - Refrain from using air hoses to move dust to another area. Get rid of problem materials.
 - Clean machinery on a daily basis to prevent buildup.
 - Review proper chemical use and storage of items.
 - Conduct frequent and proper cleaning of the business – assign duties and maintain a written schedule.
 - Assign duties in case of an emergency.



Cleaning Schedules

- Establish a regular schedule to clean the area of accumulation of dust or other combustible materials, including cobwebs which may hold dust.
- List areas and machines by name and who is responsible.
- Ensure proper disposal of dust and combustible materials (moving it around doesn't prevent the problem).
- Have management perform regular inspections to ensure compliance.
- Document all inspections and cleanings.

Storage of Flammables

- All previously opened containers of flammable items should be stored in a separate location away from work areas.
- Items in use may stay in the area of use until they are no longer needed. When finished, return items to safe storage. Keep items sealed when not in immediate use. (Example: lubrication oils or cleaning fluids)
- If the items are stored inside a building, they must be in a fire proof storage building and vented to the outside of the main building.
- If stored in a separate building away from others, the item must be vented to allow normal fumes to escape. Locate a fire extinguisher nearby either location.

Drills for Emergency & Disaster Training

- Accomplished best by contacting your local Fire Department for proper training sessions but may be accomplished by this program.
- Start by assigning responsible employees to certain jobs such as manning fire extinguishers.
- Discuss two person buddy-team assignments to ensure all personnel are accounted for during emergency situations – one person responsible for the other.
- Make assignments to individuals for emergency shutoffs and have a back-up in case of injuries.
- Select a central location for all to go to during evacuation, this may be two separate locations based on layout of plant.



Disaster Training

- Contact your local fire department for assistance in this area. This will help them become more familiar with your needs and with the hazards they may face in the future.
- Conduct meetings with employees to ensure they understand the hazards and what to do in case of a disaster.
- Review MSDS sheets with all employees to make them aware of the hazards in any.
- Make employees aware of where and how to store flammable materials in the proper location.



Emergency Response Team Training

- Select individuals for performing dedicated responsibilities during emergencies.
- Have backup plan for individuals not present.
- Explain that this is not a group to become heroes but to help ensure certain procedures are followed.
- Transfer these guidelines to print and distribute to each participant.
- Review guidelines with all affected.



Emergency Response Team Drills

- Set up suggested situations and discuss, decide, and implement procedures.
- Create possible situations (only verbal not a real fire) and proceed with drill procedures to handle.
- Review outcome and make improvements.
- Discuss as many scenarios as possible, no matter the likelihood.
- Document all meetings.



Evacuation Plan

- Draw a diagram of your business.
- Locate all fire extinguishers by a symbol of your choice shown in your legend.
- Show exits and routes to the exits from a posted location throughout the business (and several posted throughout the business). These would be similar to the ones posted in motel rooms.
- Ensure all exits are marked properly, clear and lit well.
- Hold documented training sessions about this plan – have all training documented.

Compliance with NFPA

- Compliance with these regulations can be performed and certified by you local Fire Marshall.
- Ensure annual sprinkler systems are inspected and certified.
- Document all inspections and keep in file for future audits.



Documentation

- It's imperative to document all training and procedures discussed at each meeting.
- Have participants sign in and furnish them hand out materials.
- Maintain records of meetings for future audits.
- List all meetings occurring with Fire Department to show desire to comply.

Questions?

Should you have any questions about the material in this PowerPoint, please contact

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