



# Dust control

## Supervisor's guide



"Dust and other air pollutants from construction, demolition and other industrial activities impact greatly on the health and quality of life of the people working on these sites. There is always dust on the site, it floats around in the air wherever you are, even if you are not near the people making the dust" Health & Safety Advisor



# A journey to competence

## Construction remains a dangerous industry

Construction accounts for about 5% of all employees in the UK but also for 27% of all fatal accidents and 9% of all reported major injuries.

In 2011/12 there were 49 fatalities in construction. In 2010/11 there were 50 fatalities, 4,000 serious injuries, 5,000 new cases of cancer, 36,000 new cases of work-related ill health and 2.3 million working days lost in construction. That same year over five million workers across all industries were exposed to vibration and two million of these at a potentially dangerous level.\*

Working at height is the HSE's top priority but the effect of dust (a major cause of cancer and serious lung diseases), manual handling injuries (particularly back damage) and hand arm vibration all cause concern.

While much has been done to reduce accidents and ill health, construction remains a dangerous industry.

This guide is designed to help supervisors and site operatives understand more about reducing accidents and ill health and the role of behaviour and attitudes in improving competence.

## A major new study on competence

Competence has been at the heart of health and safety legislation, and the HSE's guidance on 'best practice', since the eighties. In 2001 the high level of fatalities prompted the HSE to hold a Revitalising Health and Safety Summit which set stringent targets for improvements to health and safety performance by 2010.

To check on progress, the HSE and ConstructionSkills commissioned Pye Tait Consulting, a leading educational research company, to conduct a major study in 2010 to evaluate the standards of competence in the construction industry.

Their report 'A commentary on routes to competence in the construction sector' (2011) confirmed that improving standards of competence is critical to reducing accidents and ill health.

Amongst the report's recommendations was the idea that, like the aviation and nuclear industries, the definition of competence should be expanded beyond skills and knowledge to include a 'third' leg of 'human factors' or behaviour and attitudes. This they called 'new competence'.

## A new and enhanced Safety from the ground up programme

Research has confirmed that our customers not only agree with Pye Tait's idea on new competence but that many are already including behaviour in their safety education programmes.

As Speedy has led the rental industry in promoting safety 'best practice' for many years, it was natural that we should update our existing, award-winning Safety from the ground up campaigns with the concept of new competence.

Now part of One Plan, our overarching sustainability strategy, the new and enhanced Safety from the ground up programme will help customers reduce accidents and ill health through improved competence in three ways:

- Updated communication materials with a focus on behaviour and attitudes
- An online library of 40 product familiarisation/reminder videos
- A comprehensive range of training solutions.

The programme still focuses on the key safety themes of working at height, hand arm vibration, manual handling and dust control.

## Aimed at site supervisors

This guide has been produced to help everybody involved with dust control understand the issues involved and the products available to prevent or reduce exposure.

It is aimed principally at site supervisors and managers. By 'supervisor' we mean anyone, regardless of job title, who has responsibility for involving a co-worker in a task that exposes them to risk of any kind.



## Our thanks

We gratefully acknowledge the help of Working Well Together, ConstructionSkills, Pye Tait, OPERC, our suppliers, customers and the UKCG for their help and support in preparing this Safety from the ground up programme.

\* Source: HSE

# A new definition of competence

## Competence is skills, knowledge AND behaviour

Pye Tait Consulting found that the construction industry has traditionally adopted a relatively narrow approach to competence – concentrating on the two dimensions of skills and knowledge while encouraging awareness of health and safety.

They also found that most accidents result from human error, either through poor performance, for whatever reason, or the individual's inability to recognise or predict potentially hazardous situations.

They noted that in other high-risk sectors, such as the nuclear and aviation industries, greater consideration is given to the human factors of behaviour and attitudes in their approach to safety education.

Their report recommended that the construction industry should adopt the concept of new competence where human factors such as behaviour and attitudes, as well as skills and knowledge, are factored into safety training and education.

They described these human factors as having three component parts:

- **Self-awareness:** where the operative considers him or herself and their personal role in the process
- **Situational awareness:** where the unexpected is considered and assumptions based on habit or mind mapping are challenged
- **Risk awareness:** which requires a broader appreciation of risk beyond standard assessment.

## New competence explained

A simple example of new competence is a person driving a vehicle.

Competence (skills and knowledge) ensures the driver can control the vehicle, even in difficult circumstances.



# SPOT THE INVISIBLE KILLER

AIR MAY LOOK CLEAN BUT IT CAN HARBOUR DEADLY PARTICLES

- Around 8,000 people a year die from asbestos-related diseases and Chronic Obstructive Pulmonary Disease (COPD)
- Tiny particles of invisible dust lodge deep in the lungs
- Observe the three key risk assessment principles - avoid, prevent, minimise

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Safety from the ground up

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**Speedy One Plan**

New competence (skills, knowledge, behaviour and attitudes) ensures the driver can control the vehicle and that the driver has the added awareness of themselves (their health and mental state) and their ability to concentrate on the road and its potential, as well as actual, hazards.

This awareness also extends beyond their own vehicle to other vehicles and the wider surroundings (e.g. the closeness of a school entrance or the existence of a park right beside the road).

This better way of thinking helps reduce the risk of an accident.

On a construction site it means that operatives not only understand the task, the techniques, tool selection and the risk assessment process, but also learn to think about their personal role in the process including their surroundings, circumstances and their current state of mind.

In short, all the things that could affect their performance and ultimately their safety.

# Self-awareness

## get to know yourself

### People often cause accidents

People often cause accidents but very rarely on purpose. Sometimes it's through ignorance but mostly it's by mistake or omission, lack of thought, misjudgement or a lack of concentration.

Many of these failings can be brought on by other factors such as worry or stress which can distract. A late night can affect judgment and domestic disputes or other emotional upsets can affect attitude, concentration and performance.

Encouraging operatives to think about these issues and consider their personal role in the process could help protect them and their colleagues from accidents.

Self-awareness means considering your own personal role in the process. A late night can affect judgement and domestic disputes, stress or other emotional upsets can affect attitude, concentration and performance.

### Supervisor's tip: create a positive health and safety culture

Create a positive health and safety culture by encouraging co-workers to raise concerns, whether professional or personal, relating to health and safety issues without fear of blame, victimisation or ridicule.



# Situational awareness

## expect the unexpected

Situational awareness means taking note of the broader context in which the work takes place. Stopping to think and challenge assumptions. Today might not be like yesterday.

### The unexpected risk

Situational awareness means taking note of the broader context in which the work will take place. Stopping to think for a moment to challenge assumptions, considering the possibility that today might not be like yesterday and to be conscious that accidents happen when you least expect them. In the rush to get things done, even previously recognised situational risks can cause accidents.

Situational awareness is also about what the experts call 'personal scenarios' or mind maps. These are pictures that we hold in our mind to help us to make decisions quickly. This kind of mental shorthand is a human strength. However, it can lead to problems too. The common complaint 'who left that there?' or 'who changed that, it wasn't like that this morning?' usually comes from someone who has just had a non-fatal accident – tripping over an obstruction or falling down a small hole or the equivalent.

They forgot that situational awareness is an on-going thing – an assumption about what should be there can be the last assumption you ever make.



**EXPECT THE UNEXPECTED**  
COMPETENCE IS REMEMBERING THAT EVERY DAY IS DIFFERENT

- Check your surroundings because things change all the time
- Never make assumptions and avoid complacency
- Consider the additional risks from new tasks and unfamiliar surroundings
- Competence is skills, knowledge AND behaviour

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### Supervisor's tip: promote hazard-spotting

Implement or promote the use of a hazard-spotting exercise in first day inductions. This can grow into a continuous hazard reporting scheme where employees are encouraged to report hazards to supervisors. Consider running a reward scheme.



# Risk awareness

## think outside the box



**BREATHE CLEAN AIR**

USE DUST EXTRACTION OR WATER SUPPRESSION EQUIPMENT

- Use tools with dust extraction for cutting or drilling wood, stone, blocks and kerbs
- Use application Class H or M filter dust control units, not ordinary vacs
- Use water suppression equipment to control dust
- Use properly fitting PPE as a last line of defence

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### Supervisor's tip: remind co-workers about out-of-context risk

Remind co-workers about out-of-context risk. That's the extra risk associated with undertaking tasks that they are not familiar with or when they are working in unfamiliar surroundings, particularly in enclosed areas or demolition situations.

### The out-of-context risk

Risk awareness leads on from self and situational awareness. It includes the risks that might relate to personal issues such as age and eyesight but also language and experience.

The truly self-aware operative will recognise when risks are increased due to the fading daylight and the fact that, for example, their eyesight, or that of the operative for whom they are responsible, is not as good as it once was.

Perhaps the best example of human factors affecting this aspect of safety is what Pye Tait call 'out-of-context risk'. This is where accidents occur because an operative has been moved, perhaps temporarily, from their normal job or even their usual place of work. Or, when they are asked to undertake work in unfamiliar surroundings such as near a demolition site where mould or asbestos may be present.

Risk awareness means recognising that risk can be increased due to issues such as fading light, age, experience and language or working in unfamiliar surroundings, called 'out-of-context risk'.

# Let's clear the air on dust control

## Dust causes thousands of deaths and serious illness every year

The HSE is committed to reducing deaths and respiratory illness resulting from dust inhalation at work. Speedy is determined to help contractors tackle this problem.

But what do we mean by dust? It doesn't mean the seemingly harmless cloud of specks seen on-site in dry weather. It's a much bigger and more sinister problem.

The term 'dust' refers to all 'airborne particles' from cutting stone, drilling concrete, laying gravel, sawing wood and from mould and asbestos fibres exposed in demolition and refurbishment work. It also includes fumes from welding and vapours from chemicals.

Dust comes in many sizes but it's the smallest particles that are invisible to the naked eye that represent the greatest risk.

The key to controlling dust inhalation is to prevent dust becoming airborne. Use dust extraction equipment or water suppression systems and of course the correct PPE. Use alternative non dust-creating equipment like a block splitter whenever possible.

## Dust is a big problem on-site

Site research conducted by Speedy highlighted the following:

- 80% of site operators claimed to be affected by dust regularly and 20% claimed it to be a serious problem
- Nearly 60% of site operatives thought they could do more to protect themselves
- Over 40% were unaware of any company dust control policies
- Most operatives thought that PPE (masks) were adequate protection but found them uncomfortable
- Many workers stated that dust extraction tools were often unavailable.

Across all industries 30,000 people suffered from work-related breathing or lung problems in 2010/2011\*

\* Source: HSE

## Dust control's top ten tips

1. If dust creation is likely, conduct a risk assessment. Think – avoid, prevent, minimise
2. Use tools with extraction systems to extract dust at source
3. Use water suppression equipment to stop dust becoming airborne
4. Temporary polythene sheet systems can contain the spread of dust
5. Avoid creating dust in enclosed spaces which can increase risk
6. Use the correct PPE e.g. for short term work a filtering face mask may be appropriate. For longer duration or high risk materials, a powered respirator or breathing apparatus may be necessary
7. Don't sweep-up. This releases dust into the air. Use an application Class (H) or (M) filter dust extractor unit
8. The most dangerous dust is invisible. Use dust monitoring equipment to make the invisible, visible
9. PPE is important but is your last line of defence. Make sure you use the right type and it fits correctly
10. You have a duty of care to protect yourself and others. Look after your co-workers.

## Supervisor's tip: seek expert advice on the correct PPE

Many operatives believe that basic dust masks provide adequate protection against dust inhalation. They do not. Always seek expert advice on the correct PPE suited to the dust and exposure levels.



# What is dust?

## Dust – what do we mean?

By dust we mean all 'airborne particles'. This includes wood, stone, sand, concrete, flour, asbestos fibres, mould spores, welding fumes and diesel exhausts. It also includes vapours from general solvents and from spraying two-pack paints containing isocyanates.

All dusts are potentially dangerous but some are particularly risky.

### 1. Asbestos

Asbestos is a killer and poses a major risk to health. Many operatives involved in maintenance and refurbishment projects are often unaware that they are working with dangerous materials such as asbestos. There are specific regulations affecting control and exposure to asbestos fibres and a license is required before any work can be undertaken involving asbestos. (See – Control of Asbestos Regulations 2012).

### 2. Stone dust – silica

Most types of stone, concrete blocks, kerbs, slabs, sand, gravel and cement contain silica which fragments into tiny particles called respirable crystalline silica (RCS). This fine, invisible dust is highly dangerous and if inhaled lodges in the lower 'gas exchange' region of the lung, causing silicosis. It may also cause lung cancer and/or Chronic Obstructive Pulmonary Disease (COPD).

### 3. Wood dust

Wood dust is generated from soft and hard wood, fibreboards, chipboard and MDF when sawn, sanded, drilled or routed. Sanding produces the most dangerous fine dust but all particles irritate the sinuses and nasal passages and can cause rhinitis, dermatitis, nasal cancer and asthma.

### Other dusts

In addition to the big three, there are many dusts, fumes and vapours emanating from diesel exhaust particulates, welding, mould spores, flour, grain, lead, solvents, sprays from two-pack paints and other chemicals which may all cause serious ill health, such as asthma, COPD, dermatitis and rhinitis.

**KNOW YOUR ENEMIES**

ASBESTOS, SILICA, STONE, CEMENT, CHEMICALS, WOOD, MOULD, ISOCYANATES, WELDING FUMES AND SPRAYS - THESE PARTICLES CAN KILL

- Around 30,000 people a year, across UK industries, suffer from work-related breathing and lung problems
- Don't let dust get airborne
- Use dust extraction, water suppression, monitoring and PPE equipment
- Asbestos fibres are particularly dangerous and require specific training and specialist control

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## Supervisor's tip: dust means all 'airborne particles'

Treat all dusts as individual threats and risk assess accordingly. Remind co-workers that it is the dust you can't see that is the most dangerous.

# A brief guide

## to respiratory diseases

In 2009 over 6,900 people died from asbestos-related disease\*

\*Source: HSE

### The effect of dust on the lungs

The lungs consist of a sponge-like substance containing millions of tiny air sacs. Any materials that are inhaled and cannot be exhaled remain in the lung stopping it from working efficiently, leading to fatal lung diseases.

### Asthma

This serious health condition occurs when a person becomes 'sensitised' to a substance. The air tubes leading to the lungs react by contracting and severely restricting breathing. Symptoms include severe shortage of breath, wheezing, coughing and chest tightness.

### Asbestosis

A condition caused by inhalation of air with very high concentration levels of asbestos fibres which cause scarring in the gas exchange area of the lung. Asbestos can also cause mesothelioma and lung cancer.

### Cancer (nasal or lung)

Irritation and inflammation caused by some dusts can increase the risks of rogue cells being created that may lead to cancer.

### Chronic Obstructive Pulmonary Disease (COPD)

This term is used to describe the progressive, irreversible decline in lung function. It includes two main diseases: bronchitis – inflammation of the bronchi, (tubes carrying air to and from the lungs) and emphysema, a permanent destructive enlargement of the air spaces.

### Mesothelioma

Cancer of the pleural and peritoneal lining, this is considered to be exclusively related to asbestos exposure. By the time it is diagnosed it is almost always fatal. Mesothelioma typically has a long latency period (time between exposure and the onset of the disease) of between 15 and 60 years.

### Rhinitis

This is the collective term for an allergic reaction to dust, particularly wood dust. It can affect the nose, throat and eyes.

The symptoms are similar to the common cold and can be distressing and debilitating.

### Silicosis

A progressive and irreversible condition in which scarring develops throughout the lungs. It is caused by long term and repeated inhalation of respirable crystalline silica (RCS) and often takes years to develop. Silicosis impairs the function of the lung causing severe breathlessness and can lead to fatal lung cancer.

### Supervisor's tip: dust is deadly

The affect of dust inhalation can take many years to appear and can result in progressive and irreversible damage. Extract dust at source, ideally with equipment fitted with application Class (H) or Class (M) filters.

# Dust is deadly

**Wood dust**  
Nasal cancer and asthma

**Welding fumes & sprays**  
Chronic Obstructive Pulmonary  
Disease (COPD) and asthma

**Stone (silica) dust**  
Lung cancer, silicosis,  
Chronic Obstructive  
Pulmonary Disease (COPD)

**Asbestos**  
Mesothelioma lung  
cancer, asbestosis



# Spot the invisible killer

## It's the dust you can't see that kills

Dust comes in many sizes but it's the smallest particles that are invisible to the naked eye that represent the greatest risk.

Most visible dust will consist of millions of particles that measure anything up to 100 microns (a grain of sand is typically between 30 and 100 microns), but it is the small particles of less than 10 microns that are the most dangerous.

The body has evolved a system of filtration that traps the majority of dust particles down to 10 microns. These can cause irritation to sinuses and the throat, but the greater risk lies with the tiny particles of less than 10 microns.

These are invisible to the naked eye and unlike the larger particles that fall quickly to the ground, they remain suspended in the air a lot longer before they settle.

These invisible killers are easily inhaled deep into the lung where they lodge in the lower 'gas exchange' region, causing long-term damage to the lung tissue.

## Dust causes long-term illness and death

The Government closely monitors the incidence of ill health resulting from dust inhalation and has published The Health & Occupation Reporting Network (THOR) surveillance scheme, and the 2005/06 Self Reported Work-Related Illness (Survey SWI).

However, it is not just respiratory diseases that cause suffering. Contact with substances such as epoxy resins and hardeners, wet cement, acrylic sealants, solvents used in paint and glues can cause dermatitis or eczema. The symptoms are redness, swelling, blistering, flaking and cracking of the skin, which can be very painful and severe enough to keep people off work or force a change of job.

There are an estimated 40,000 new cases of work-related skin disease a year\*

\*Source: HSE

## Dust creating activities

	Activity	Material	Dust type	Disease
<b>Nasal</b>	Drilling, sanding, sawing, routing	Wood	Wood	Nasal cancer, dermatitis, asthma, rhinitis
<b>Tracheo bronchial</b>	Welding, metalwork	Metal	Fumes	COPD, asthma
	Two-pack paint spraying, sprayshops	Paint	Vapours/isocyanates	COPD, asthma
	Handling flour & grain	Flour & grain	Flour	COPD, asthma
<b>Pulmonary</b>	Electrical maintenance, plumbing	Asbestos	Asbestos/RCS	Asbestosis, lung cancer, COPD, mesothelioma
	Cutting of concrete blocks and kerbstones	Concrete	Silica (RCS)	Lung cancer, silicosis, COPD
	Core drilling, boring	Concrete	Silica (RCS)	Lung cancer, silicosis, COPD
	Core drilling, boring	Concrete/mortar	Silica (RCS)	Lung cancer, silicosis, COPD
	Pneumatic breaking, scabbling	Concrete	Silica (RCS)	Lung cancer, silicosis, COPD
	Handling sand, cement, gravel	Sand/cement	Silica (RCS), cement dust	Lung cancer, silicosis, COPD
	Abrasive blasting	Sand	Silica (RCS)	Lung cancer, silicosis, COPD
	Clearing & removal of rubble, demolition	Various	Silica (RCS), asbestos & mould spores	Asbestosis, lung cancer, COPD, mesothelioma
	Tiling	Ceramic	Silica (RCS)	Lung cancer, silicosis, COPD
	Polishing	Slate/granite	Silica (RCS)	Lung cancer, silicosis, COPD

# Risk

# assessment

## Risk assessment is a legal requirement

Risk assessment is a legal requirement and it is the employer's responsibility to carry out before the task is undertaken. Everyone who may be exposed should be advised of the proposed control measures and health risks.

Risk assessment is particularly important with dust exposure because the most dangerous dust is invisible to the naked eye. A space that may appear dust free can harbour dangerous, unseen particles.

## Who is most at risk from dust?

There are some specific trades where the risk of exposure to dangerous dust is high including core drilling, kerb and brick cutting, tiling and stone masonry. Plumbers, painters, plasterers, electricians, carpenters, roofing insulators, welders, sheet metal workers and those carrying out demolition and site clearance are also at risk.

## The legislation

The principle legislation governing dust control is COSHH (The Control of Substances Hazardous to Health Regulations, 2002) but there are other laws that deal with specific areas and circumstances.

These are:

- Asbestos Legislation – Control of Asbestos Regulations 2012
- Environmental Protection Act 1990
- Health & Safety at Work Act 1974
- Management Health and Safety at Work Regulations 1999
- Dangerous Substances & Explosive Atmospheres Regulations 2002 (DSEAR).

**These regulations can be found at [www.opsi.gov.uk/stat.htm](http://www.opsi.gov.uk/stat.htm)**

## The law requires employers to:

- Conduct a risk assessment
- Take action to prevent and control exposure
- Put in place surveillance and monitoring procedures
- Provide information and training
- Get a license to work with asbestos
- Reduce local environmental impact and nuisance
- The law also requires employees to take reasonable care of themselves and others.



## 1. Avoid

Establish whether you can carry out the task in a way that does not create dust.



## 2. Prevent

If you can't avoid dust creation, you must do everything practically possible to prevent exposure with adequate control measures. Use tools with dust extraction equipment that remove dust at source or the best alternative methods.



## 3. Minimise

If you cannot prevent exposure, you must reduce it to as low a level as is reasonably practical for some substances.

# How to avoid/prevent exposure

## Avoid/prevent exposure

The best way to control dust exposure is not to create dust at all. If dust cannot be prevented extract it at source and prevent it from becoming airborne.

### Use an alternative method

Always consider dust free alternatives first.

- 1 Block splitter
- 2 Cordless nail gun
- 3 Magnum shears
- 4 110v Pipe jointing tool



### Dust extraction

Remember once dust is released into the air, it is impossible to control totally. Extracting dust at source keeps the air clear and saves time in cleaning up.

- 1 Dust extractor unit
- 2 110v wallchasing machine
- 3 Diamond grinder
- 4 Welding fumes extractor



### Water suppression

Using water prevents dust from becoming airborne. It can also make the tool more efficient and reduces vibration.

- 1 Wheeled poly trolley
- 2 Diamond drilling rig
- 3 Heavy-duty masonry saw
- 4 Floor saw





# How to minimise exposure

## Minimise exposure

Where dust exposure cannot be prevented, control the remaining risk by minimising your exposure to the dust.

Consider 'collective' control measures before using Personal Protection Equipment (PPE). This is more efficient and avoids people forgetting to wear PPE or failing to consider the safety of those around them.

## Use equipment that helps minimise dust exposure

**1. Air cube:** designed for cleaning air within a working area. Provides an extremely simple solution to decreasing airborne dust concentrations

**2. Zip wall:** a unique screening system which can be installed in minutes by just one person and provides an instant barrier against airborne dust, making it ideal for protection within the immediate working environment and adjoining areas

**3. Washer bowser:** suitable for use in large areas, the washer bowser uses water suppression to avoid dust becoming airborne

**4. Poly trolley:** Provides a solution to cutting concrete without dust pollution to the operator or surrounding environment. With a water tank and engine the poly trolley is suitable for use in remote operations without a power or water source.



# Personal

## protection equipment (PPE)

### PPE

Employers have a duty to provide PPE at work – this acts against one or more risks to health and safety e.g. eye, hands and respiratory protection.

PPE must be supplied when there are risks to health and safety that cannot be controlled in other ways e.g. by avoiding the creation of dust or preventing the risk through dust control measures. This is why PPE should be seen as a last resort, not a first choice.

Respiratory protection equipment must provide appropriate protection for the job and be comfortable enough to wear during the period of exposure.

### Important factors to consider when assessing the suitability of the PPE:

- Is it appropriate for the risk?
- Does it control the risk without increasing the overall level of risk?
- Has the state of health of the wearer been considered?
- Can it be adjusted to fit the wearer correctly?
- What are the demands of the job?
- Is it compatible with other PPE being worn?

**NB** – Other PPE such as gloves and eye protection should be considered to prevent direct exposure to the dust and consequential irritation.

### Respiratory Protection Equipment (RPE)

There are many circumstances where standard dust masks may not be ideal. For longer duration work and where there is exposure to materials with a high health risk, powered, air fed or breathing apparatus may be necessary. These can provide protection for hours, even during strenuous tasks.

Some types of respirators can allow stacking of filters to minimise the risk for a range of substances. If you are likely to be exposed to asbestos or are working in a confined space, you must seek competent advice on what to wear.

**Remember PPE is your last line of defence**

Around 8,000 people  
a year die from  
asbestos-related  
diseases and  
Chronic Obstructive  
Pulmonary Disease  
(COPD)\*

\* Source: HSE

# Communication materials and toolbox talks

## Overview

A range of visually powerful communication materials have been developed for each of the four safety themes and are differentiated by colour.

The materials are designed to increase awareness and understanding amongst operatives, supervisors and managers of 'best practice'. All materials are available to customers free of charge.

## Posters

There are four posters in each safety theme and one deals specifically with the issue of competence.

## Supervisor's guide

The supervisor's guide explains new competence and provides a more detailed explanation of each safety theme including risk assessment, legislation and the products available from Speedy.

## Pocket guide

The pocket guide contains a summary of the key points for each safety theme along with product selection ideas. They are a useful source of reference for operatives.

## Toolbox talk

The Speedy sales teams have been trained to deliver a 30 minute toolbox talk on each of the four safety themes.

The toolbox talks introduce the idea of improving competence and provide guidance on health issues, legislation, product selection and correct usage. They also include a quick quiz to ensure understanding.

For communications materials  
Call: 0845 600 4569  
E-mail: [sftgu@speedyservices.com](mailto:sftgu@speedyservices.com)  
Visit: [speedyservices.com/sftgu](http://speedyservices.com/sftgu)

To book a toolbox talk  
Call: 0845 602 7429  
E-mail: [toolboxtalk@speedyservices.com](mailto:toolboxtalk@speedyservices.com)  
Visit: [speedyservices.com/sftgu](http://speedyservices.com/sftgu)



Toolbox talk



# Product familiarisation video library

## Overview

In response to customer requests, we have identified forty key products across the four safety themes and have produced a video for each.

The three minute videos provide useful information on product features, performance, applications and safe usage.

They are familiarisation and reminder videos and should not be used for formal training.

To access the videos  
Call: 0845 600 4569  
E-mail: [sftgu@speedyservices.com](mailto:sftgu@speedyservices.com)  
Visit: [speedyservices.com/sftgu](https://speedyservices.com/sftgu)

## Featured products

Working at height	
1. BOSS CAM-LOCK AGR TOWER	7. AIR CUSHIONS
2. ANTI-SURF PODIUM	8. PERSONAL FALL ARREST SYSTEMS
3. POWER SCISSOR	9. QUICK STEP
4. ELECTRIC SCISSOR LIFT	10. ZAP II WORKING PLATFORM
5. VERTICAL MAST LIFT	11. TELETOWER
6. SAFETY DECKING	

Hand arm vibration	
20. CONCRETE & STEEL NAILER*	26. HEAVY DUTY ROAD BREAKER – PETROL
21. 110v HANDHELD DIAMOND DRILL – DRY	27. VIBRATION MANAGEMENT SYSTEM
22. CUT-OFF SAW*	28. COMPACTION PLATES
23. LIGHT WEIGHT COMBI-HAMMER	29. CORDLESS PALM NAILER
24. HEAVY WEIGHT COMBI-HAMMER	
25. HEAVY DUTY ROAD BREAKER*	

Manual handling	
12. PAVING STONE LAYER	18. SKOOTS
13. STONE MAGNET & TROLLEY	19. MATERIAL LIFT*
14. 4x4 MINI DUMPER	
15. SACK TRUCK, BOARD TROLLEY	
16. PANEL LIFTER	
17. POWERED STAIR CLIMBER	

Dust control	
30. CORDLESS NAIL GUN*	36. HEAVY DUTY MASONRY SAW
31. 110v PIPE JOINTING TOOL	37. FLOOR SAW*
32. DUST EXTRACTOR UNIT AND AIR CUBE	38. WASHER BOWSER
33. 110v WALLCHASING MACHINE	39. DUST BUSTER
34. DIAMOND GRINDER AND EXTRACTION SYSTEM	40. DUST FIGHTER
35. DIAMOND DRILLING RIG	

\* Products have relevance in other categories

# Training solutions

## Overview

At Speedy we spend a great deal of time training and developing our own employees as well as our customers. We provide a comprehensive range of health and safety, environmental and product training courses from over 200 sites nationwide.

Our training capability goes from simple tools and equipment courses to specific approved courses such as PASMA and IPAF for working at height and the equivalent certified courses across many of our product ranges.

## Safety from the ground up

Within the Safety from the ground up programme, we offer four categories of training linked to the themes of working at height, manual handling, hand arm vibration and dust control.

**Safety from the ground up overview:**  
Courses covering the four key themes.

**Health, safety and well being:** Advanced or specialist and accredited courses such as PASMA, IPAF, CPCPS, NPORS and City and Guilds, as well as courses on specific tools and equipment such as abrasive tools, cutting and breaking, lifting and scaffolds.

### Management and supervisory:

Job-specific courses for site management and supervisors include SSSTS and SMSTS with product selection courses for procurement.

**NVQ:** Speedy Training is a registered NVQ centre and offers a wide range of Level 2 & Level 3 Construction & Plant NVQs which can be completed on your site.

Speedy Training can train your site managers to deliver the Speedy toolbox talks to your own people.

Our 'how to deliver a toolbox talk' training course will train your site managers to keep the delivery of mandatory toolbox talks interesting and work on changing behaviours to safety in the workplace.

In addition we will continue to offer tailor-made solutions to deal with type or site-specific problems.

Or you can simply choose from our range of more than 200 accredited and certified courses.

## Dust control courses

- Asbestos awareness
- Ukata – asbestos training for non-licensed works/removal
- Ukata – asbestos awareness training course
- Asbestos training for non-licensed works/removal
- Inspection & mounting of abrasive wheels on portable machines
- Safe selection & use of abrasive wheels on portable machines
- Power tool safety awareness.

### For further information

Call: 0845 604 6682

E-mail: [training.support@speedyservices.com](mailto:training.support@speedyservices.com)

Visit: [speedyservices.com/training](https://speedyservices.com/training)

# Make One Plan™ your plan

## One Plan

Sustainability is high on our agenda. That's why we've developed One Plan; a strategy to help us and our customers operate more effectively, efficiently and sustainably.

One Plan offers practical solutions and advice to help you make business improvements.

It's about listening to and understanding customers' needs, identifying opportunities and market challenges and using our expertise and relationships to find more responsible, sustainable solutions.

Most importantly, One Plan recognises that sustainability is about more than simply protecting the environment. It balances the importance of green issues with health and safety and long-term commercial success. From efficiency to productivity, to protecting both human and natural resources, One Plan is there to help you.

We're doing this because we understand the world has to change to meet a new set of social, economic and climate challenges.

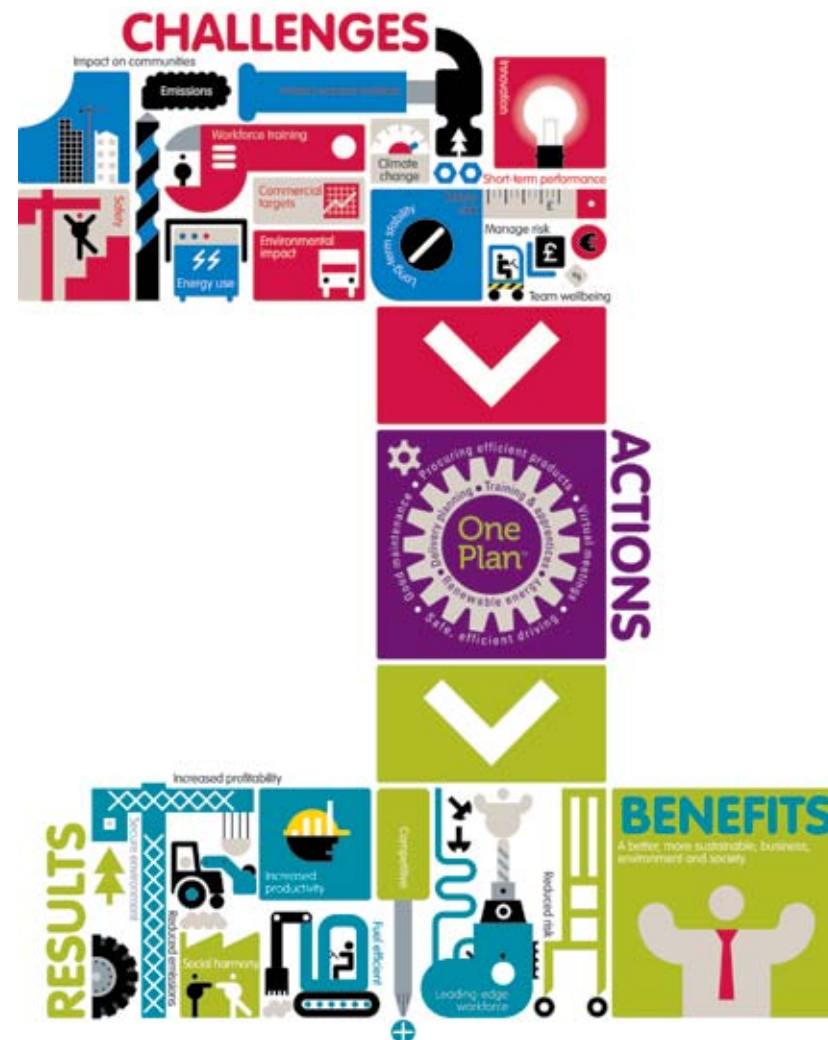
At Speedy, we are ready to play our part.

## Range of services

To support this commitment, through One Plan we can offer you a range of services that will help you take positive action no matter how high or low sustainability sits on your agenda:

- **Safety from the ground up programme**
- **GO products range**
- **Training courses**
- **Greener from the ground up programme**
- **Health and safety services**
- **Fuel management.**

For more information  
Call: 0845 600 4569  
E-mail: [oneplan@speedyservices.com](mailto:oneplan@speedyservices.com)  
Visit: [speedyservices.com/oneplan](http://speedyservices.com/oneplan)





# Other services from Speedy

## that reduce risk

### Risk management

Tool and equipment rental is all about managing and reducing risk for our customers. No matter how big or small, our customers all have the same primary concern – delivering on commitments to their own customers on-time and within budget without worrying about equipment and associated issues.

That's where Speedy comes in.

Our job is to support our customers to make their lives safer, easier and less risky. That's why we have developed a whole range of additional services that add value and demonstrate our market-leading position.

As the UK's largest provider of rental equipment with a turnover of £330m, 100,000 customers, 4,000 employees, 283 depots and a fleet with a net book value of £210m, we are well placed to provide world-class contractors and, just as importantly, some of the UK's smallest firms, an outstanding service.

### Areas of operation

Rental, purchase, advisory and consultancy, asset management solutions, managed services, One Plan, health and safety training, service engineers, Speedy Direct, site communications.

### Product range

- Small tools and equipment
- Surveying and measurement instrumentation
- Lifting and materials handling equipment
- Low level and non-powered access equipment
- Compressed air
- Lighting equipment
- Temporary power generation
- Mechanical pumps
- Temporary site communications.

### Services

**Statutory compliance inspections:** testing and inspections, equipment repairs, on-site remedial actions and planned/preventative maintenance to ensure that businesses are compliant and their employees/assets safe.

**24/7 out of hours service:** national breakdown cover, escalation process, engineers on call 24/7.

**Speedy Direct:** one call, one solution, for unmatched service and advice with next day delivery for equipment UK wide.

**My Speedy:** a customer extranet site for live customer information, dashboards, tracking, logging and off-hire to allow you to access information at any time of the day.

**PDAs:** hand-held GPS and camera for all Speedy drivers for rapid delivery, order and delivery management and real-time upload to My Speedy.

**Fuel management:** monitoring of fuel storage, consumption and delivery.

**Speedyservices.com:** essential tools and consumables always available online.

**Branch locator app:** search for Speedy branches nationwide. Free download from iTunes and Android available.

**ePod™:** revolutionary, unmanned, self-service rental portal that can be housed on many different types of customers' sites.

**On-site communications:** rapid site communications via Canopy satellite dishes for telephony, broadband and video conferencing in hard-to-reach, rural or mountainous regions.

**Security and site control:** mobile and remote JCB security towers and biometric site access control – ideal for managing multiple gangs of contractors.

**Energy management:** GO (Green Options) product range to reduce carbon and energy usage.

**Partner site services:** from cleaning to catering to facilities management.

For more information

Call: 0845 601 5129

E-mail: [customerservices@speedyservices.com](mailto:customerservices@speedyservices.com)

Visit: [speedyservices.com](http://speedyservices.com)

# Other Safety from the ground up communication materials

## Safety from the ground up

The Safety from the ground up programme deals with the four key safety themes of working at height, hand arm vibration, dust control and manual handling.

Communication materials for each theme consist of four posters, one of which deals specifically with the issue of competence, a supervisor's guide, a pocket guide and a toolbox talk presentation.

Each safety theme is differentiated by colour:

- Working at height
- Hand arm vibration
- Manual handling.

For communications materials  
Call: 0845 600 4569  
E-mail: [sftgu@speedyservices.com](mailto:sftgu@speedyservices.com)  
Visit: [speedyservices.com/sftgu](http://speedyservices.com/sftgu)







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