**Combustible Dust: Policy**

Approved:



Ahmed Boomrod, President / CEO

Approved:

 Michael G. Cadotte, VP – Safety & Quality

**Change Record**

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| Rev.: | Date: | Responsible Person: | Description of Change: |
| 0 | 03/04/14 | M Cadotte – Director of Safety | Policy implementation |
| 1 | 06/28/16 | M Cadotte | Audit – no changes |
| 2 | 2/15/17 | B Hendrickson | Annual Audit – no changes |
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1. **POLICY:**
	1. It is the policy of GDI Omni to establish base requirements when working at sites where there exists a potential for combustible dust.
2. **PURPOSE:**
	1. The purpose of this policy is to establish the working parameters for GDI Omni at all locations where the potential for combustible dust may exist. This includes bakeries using flour, sugar, tea and other ingredients that can exist as a fine particulate suspended in the air. The policy also includes fossil fuel power generation plants and any other agricultural, industrial or commercial property where there may exist combustible dust – regardless if it is directly attributed to our service actions.
3. **SCOPE:**
	1. This policy is in effect for all GDI Omni job sites whether they are staffed, managed and/or sub contracted to other firms.
4. **RESPONSIBILITY:**
	1. Facility Management - Responsible for implementation, enforcement, monitoring, training, and procurement of all PPE and equipment pertaining to combustible dust.
	2. Employees – Responsible for following all aspects of this policy, reporting any person or persons who do not and report any potential combustible dust situations immediately to GDI and plant management.
5. **PROCEDURAL ELEMENTS:**
	1. Hazard Identification
		1. GDI shall coordinate with each site’s designated safety manager/professional to learn of any areas that are already known combustible dust hazardous areas.
		2. GDI shall inspect work conditions (before, during and post service) to ensure no hazardous accumulation of combustible dust exists.
		3. A hazardous combustible dust area exists where combustible dusts are present in an enclosed or confined area or any area that contains high accumulations of combustible dust.
		4. Non-Routine combustible dust hazards can occur when mechanical equipment, or other means, fail in their operation and creates a combustible dust situation that would not normally otherwise exist. These situations require **IMMEDIATE NOTIFICATION** to GDI and site plant management.
	2. Training

Employees and managers alike shall be training on combustible dust awareness and, based on job duties, hazard assessment identification.

* + 1. Combustible Dust Awareness (PowerPoint) training shall be given to all employees working in facilities with the potential for combustible dust.
		2. Combustible Dust Case Study (PowerPoint & Imperial Sugar Video) shall be given to all employees working in facilities with the potential for combustible dust.
		3. F300-0081 (Combustible Dust Audit Review) (PowerPoint) shall be trained for all site management responsible for site safety (Site Manager, Asst. Site Manager, and members of site safety team).
		4. Since combustible dust often creates a need for potential air filtration by workers, all employees on a job site that has combustible dust shall also training employees on Dust Mask usage and policy:

F300-0077 Dust Mask Training

F300-0077.1 OSHA Appdx D (required sign off by employees)

F300-0077.2 Dust Mask Quiz

SP-12 Respiratory Dust Mask Policy

* + 1. All training shall be sign off by employees (F300-0025) and entered into the Training Matrix network.
	1. Working Methods

When performing normal cleaning & sanitation duties it is important to review the method of cleaning in your procedure and, when necessary, update the process to minimize the creation of large amounts of combustible dust. This can be accomplished by

* + 1. Utilization of vacuums (verify vacuums are shielded and hoses/tools are anti-static)
		2. Sweeping as long as it lends to a minimization of dust and not creating dust
		3. Water (when possible – not in a dry clean scenario)
		4. Compressed air – often a required aspect of cleaning but other methods above should be utilized first to reduce amount of dust placed into the atmosphere.
	1. Personal Protective Equipment (PPE)

Beyond all PPE already identified on the site through site hazard assessment (SP-07) and other notifications additional PPE and equipment may be required. This shall be determined at each work site and work site location be may include:

* + 1. Flame-resistant garments (meet NFPA 70E requirements)
		2. Air filtration masks or respirators
		3. Shielded (stage II) power equipment
		4. Anti-static tools, foot wear, and other outer wear