



Toolbox Talk

Theme:	NOISE AT WORK – PREVENTION & PROTECTION
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Date:	24 July 2019	Start time:	08:00	End time:	08:55
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POINTS COVERED

1. Introduction:

- 1.1 Noise induced hearing loss is the most common occupational health hazard there is, and it is incurable. Once you're deaf, you stay deaf.
- 1.2 Tinnitus can be caused instantly, but loss of hearing is more often gradual – by the time you notice it, it is probably too late.
- 1.3 Six Hills Pallets is therefore committed to reducing any noise pollution created by work activity.

2. Main Points:

- 2.1 Is there a problem in your work area?
- 2.2 Impact noise from pneumatic nail guns, the *Green Machine*, pallets falling onto work benches, hammering, abrasive wheels etc. can all damage your hearing.
- 2.3 You do not have to be using noisy equipment to be affected by it, just be in the vicinity.
- 2.4 If you have to shout to be heard then the noise level can be regarded as high enough to warrant the wearing of ear protection.

Listening checks:

- ❖ Are you exposed to noise which makes it necessary to shout to talk to someone 1m away for more than about half an hour per day in total? The noise level here is probably 90dB or more (mandatory hearing protection).
- ❖ Are you exposed to noise which makes it necessary to shout to talk to someone 2m away for more than about two hours per day in total? The noise level here is probably 85dB or more (mandatory hearing protection).
- ❖ Is conversation at 2m possible but noise is intrusive (comparable to a busy street, a typical vacuum cleaner or a crowded restaurant) for more than about six hours per day in total? The noise level here is probably 80dB or more (mandatory hearing protection when 85dB and above; must be made available 80dB-85dB).

3. **What the Company is doing:**

- 3.1 Assessing noise levels.
- 3.2 Introducing hearing protection policy.
- 3.3 Controlling noise by purchasing equipment with low noise output whenever possible.
- 3.4 Providing you with training and information (hence this meeting).
- 3.5 Providing you with adequate PPE – ear plugs and defenders – for appropriate use.
- 3.6 Carrying out health surveillance e.g. in-house questionnaires for those at risk. *Health care assistance may also be obtained from a health professional such as a specialist trained in audiometry occupational health.*
- 3.7 Working with suppliers (e.g. *CP Fasteners Ltd* re: use of pneumatic nail guns) to provide noise emission solutions.

4. **What's required of you under the Control of Noise at Work Regulations:**

- 4.1 Co-operate. Follow any policy or procedure that is asked of you regarding hearing protection. Instructions/commands depicted on safety signs (e.g. indicating a mandatory hearing protection zone) must be complied with at all times.
- 4.2 Wear hearing protection equipment at all times when exposed to a noise hazard (obey any noise hazard warning signs).
- 4.3 Wear the correct hearing protection provided i.e. purpose made, and wear it properly (cotton wool is not an effective substitute for ear protection, and ear defenders are no good worn over a balaclava).
- 4.4 If ear plugs are used, ensure they are a good fit, are inserted properly, and are replaced before they get dirty.
- 4.5 Keep reusable ear plugs clean.
- 4.6 Ear defenders must be a good fit, particularly where the seal fits the ears, and must be worn the correct way round.
- 4.7 Do NOT make any structural alterations to ear defenders unless required to do so by the manufacturer or supplier.
- 4.8 Ensure hands are clean when handling all types of hearing protection equipment, and store equipment in a clean environment.

Notes

Discussion included the following work-related concerns:

- ◆ the likely workplace noise exposure and the risk to hearing this noise creates
 - ◆ what the Company is doing to control risks and exposures
 - ◆ where and how employees can obtain hearing protection
 - ◆ how to report defects in hearing protection and noise-control equipment
 - ◆ what employees' duties are under the Noise Regulations 2005
 - ◆ what employees should do to minimise the risk, such as the proper way to use hearing protection and other noise-control equipment, how to look after it and store it, and where to use it
 - ◆ Company health surveillance management system
 - ◆ Company policy for the wearing of music headphones / earbuds
- ▶ Employees were issued with a copy of '*Noise – Don't lose your hearing*' HSE INDG363 pocket card

This Toolbox Talk was presented by:

NAME: Mark Needham SIGNATURE: XXXXXXXXXXXXXXXX



TOOLBOX TALK ATTENDANCE SIGNATURE SHEET

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All employees **listed and signed** below attended this toolbox talk.

Date 24 July 2019

NAME:	SIGNATURE:
Jxxxx Yxxxx	xxxxxxxxxxxxxxxxxxxx
Axxx Yxxxx	xxxxxxxxxxxxxxxxxxxx
Cxxxx Bxxxx	xxxxxxxxxxxxxxxxxxxx
Mxxxxx Gxxxx	xxxxxxxxxxxxxxxxxxxx
Wxxxxx Zxxxx	xxxxxxxxxxxxxxxxxxxx
Mxxx Dxxx	xxxxxxxxxxxxxxxxxxxx
Dxxx Cxxxx	xxxxxxxxxxxxxxxxxxxx
Dxxxx Mxxxx	xxxxxxxxxxxxxxxxxxxx
Jxxx Dxxx	xxxxxxxxxxxxxxxxxxxx
Kxxxx Dxxx	xxxxxxxxxxxxxxxxxxxx