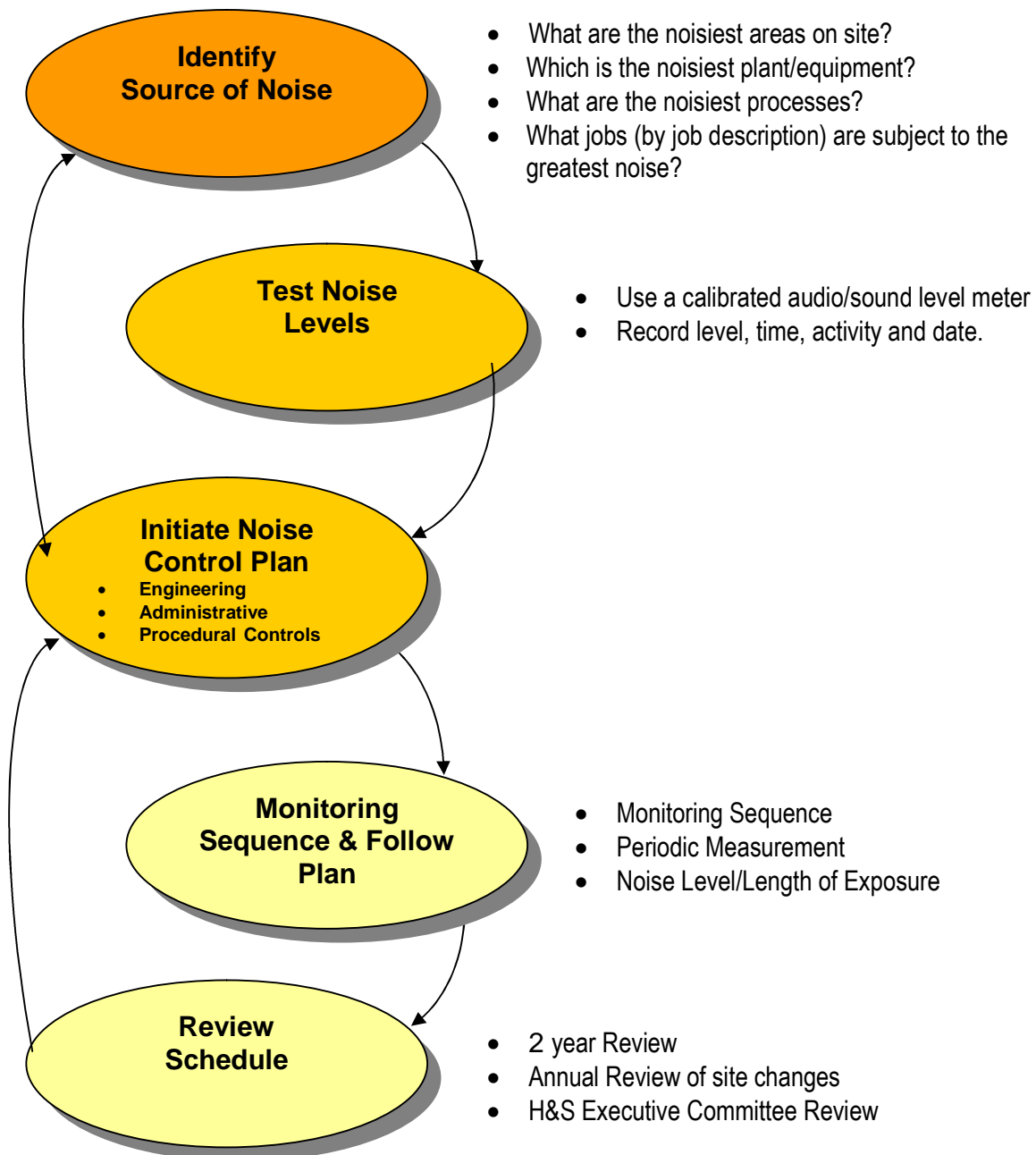## Noise Management

This system reflects the management of noise in the workplace. It is based on the requirements of the Occupational Health & Safety (Noise) Regulations and Advisory Standards.

Identify Source of Noise

- What are the noisiest areas on site?
- Which is the noisiest plant/equipment?
- What are the noisiest processes?
- What jobs (by job description) are subject to the greatest noise?

Test Noise Levels

- Use a calibrated audio/sound level meter
- Record level, time, activity and date.

Initiate Noise Control Plan
- Engineering
- Administrative
- Procedural Controls

Monitoring Sequence & Follow Plan

- Monitoring Sequence
- Periodic Measurement
- Noise Level/Length of Exposure

Review Schedule

- 2 year Review
- Annual Review of site changes
- H&S Executive Committee Review

Implementing and Managing A Noise Control Plan

It is the policy of the Company that a site shall implement a noise control plan where noise is deemed to be a risk factor for employee health and welfare. This plan is the responsibility of the Manager who shall seek assistance for monitoring and measurement as required.

Planning

- Only sites deemed to be a noise risk shall require a Noise Control Plan. This is determined by initial noise assessments.

- This can be managed on site but may require assistance from an external supplier to undertake noise measurements or to assist in identifying controls.

Source of Noise

- Ask yourself the following questions:

  1. What are the noisiest areas on site? Why are they so noisy?

  2. Which is the noisiest plant/equipment? Why?

  3. What are the noisiest processes? Why are they so noisy?

  4. What jobs (look at job descriptions and also speak to employees) are subject to the greatest noise?

- Complete the Noise Identification Checklist.

- Consult with employees.

- Walk through the site.

Test Noise Levels

- Use a audio/sound level meter to test and record noise levels that have been identified and listed in the 'Source of Noise' column of the plan.

- Record the Noise Level (Magnitude) Reading, including the length of time at the peak level, and the reading and length of time at lower levels.

- Track and record the path of the noise, i.e.

  – from where to where?

  – spread of noise to surroundings

- Identify those job/positions who are primarily affected, and also those who are secondarily affected. Record by number of persons and the job/position type.

IMPORTANT: Having recorded all this information, you should now have completed columns a) to e) of the Noise Assessment and Risk Control Plan for as many sources of noise you have previously identified.

Initiate Noise Control Plan

- To initiate controls, you will need to consider WHAT, HOW, WHEN and by WHOM.

- In making these decisions, consider the following engineering controls;

    – opportunities for substitution

    – avoiding metal-to-metal impact

    – use of barriers

    – isolation where practical (enclosures)

    – mufflers/insulation

    – altering work practices

    – sound absorbent materials

- Where noise is likely to remain a factor, consider the following administrative controls:

    – modifying jobs

    – modifying work schedules

    – job rotation

- Also include the need to use personal protective equipment.

    Complete Sections f) & g) of the Noise Control Plan.

Monitor, Review And Further Follow Up Action

- Decide on the measures required to test the effectiveness of the above controls (f & g).

- Document what monitoring you are going to undertake, how it is to be done, who will do it and how frequently.

    – Record the decisions in column h) and i) of the Plan

- Additionally, if consultancy services are required for the monitoring process, seek quotations from preferred suppliers and confirm cost with the Divisional/General Manager.

- The Manager is responsible for reviewing the outcomes of the monitoring plan. If decisions need to be made regarding changing the proposed controls, stakeholders must be consulted before changes are made.

- Any such follow up actions need to be recorded on the Noise Control Plan Section n) page 2

- Monitoring activities shall be recorded on the Control Plan, sections j), k), l) and m) page 2.

- At this time, the effectiveness will be reviewed and continuous improvement opportunities (if any) will be recorded in column n) for further actions required.

Additional Noise Controls

Purchasing Plant and Equipment

- Before purchasing new plant and equipment, set maximum acceptable sound power levels as a pre-requisite of purchasing.

- Obtain noise assessments from the manufacturer.

- At commissioning, test to estimate the likely noise exposure to employees. If the plant exceeds that which is stated by the manufacturer, contact the manufacturer immediately and negotiate a performance review of the plant/equipment.

Personal Protective Equipment

- Personal protective equipment purchased for noise protection purposes must meet the Australian Standards for the purposes they are prescribed.

- This should be included on the purchase order and verified on delivery.

Contractors/Subcontractors

- Contractors/subcontractors working on site must provide a noise risk assessment if they are using plant/equipment that exceeds 85 db.

- Noise levels generated by contractors/subcontractors should be monitored whilst on site. Location Managers should check noise levels and record levels. If decibels are excessive, issue a Corrective Action Report to the subcontractor