

## Introduction

This Reference Manual has been written for personnel working in the construction materials industry by persons working in the industry. It provides information about:

- Your basic legal rights and responsibilities
- Knowledge on the different types of screens available
- How to conduct screening operations and basic monitoring
- Common workplace hazards and risks associated with work on site
- Basic prevention and control measures designed to reduce the likelihood and/or consequence of accidents and incidents

The information supplements the practical training you will receive from your employer and that received during 'Work Safely' training that you have already undertaken.

It is anticipated that this Reference Manual will support you when being introduced to this material on your worksite, whilst attending formal training and as a reference point for the future.

The Reference Manual is divided into four key sections – general safety, equipment knowledge, conduct operations and basic monitoring and sample tasks you may complete.

## Safety and Protection of the Environment Relies on a Cooperative Effort

Employers must provide a safe workplace, which protects the environment. This relies on a cooperative effort. All employees are encouraged to report safety or operating concerns and actively suggest and advise on improvements.

## Stakeholders

The primary stakeholders for this Reference Manual are:

- Castella Quarries
- Metso Minerals

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*www.metsominerals.com*

- Joest Australia

*Phone: 08 9358 3740*

*www.joest.com.au*

These three companies were integral to the development of this Reference Manual, and without their support, it would not have been possible to develop a manual of this calibre. We thank them for this.



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