

# Wilkins Safety Group

## Weekly Update Newsletter



Welcome to this issue - Friday 2<sup>nd</sup> September 2011 - of our Update Newsletter

**Please feel free to forward this newsletter to colleagues and friends.**

###

### *Is it complicated?*



### Why is health and safety compliance complicated?

We get asked this from many clients, and we continually reply - It is all about '**common sense**', everything you need for compliance is available on the HSE website; however it is the comprehension of the regulations that leads many companies into problems. It is also the lack of foresight by the company owners, directors and trustees, the lack of proper leadership that causes non-compliance.



### So what is involved in compliance?

#### **62 Acts** Relating to Health and Safety

These Acts include the Health and Safety At Work etc. Act 1974, Health and Safety Offences Act 2008, Environment Protection Act 1990 and the Regulatory Reform (Fire Safety) Order 2005, plus many others.

Under these Acts are:

#### **496 Regulations** that Apply Directly to Safety at Work

They concern amongst other things: noise at work, the provision and use of work equipment, confined spaces, dangerous substances and explosive atmospheres, volatile organic compounds control (and each of those statutory instruments contains a subset of legal requirements you are required to observe). Plus there are many more new regulations such as Varnishes and Vehicle Refinishing Products (Amendment) 2010, Planning (Hazardous

Substances) (Amendment) (England) Regulations 2010 and the Health and Safety (Education and Training) Bill EC Regulation No 1336/2008 being implemented that could be extremely important to your company.

So, can you honestly say that you know all the valid health and safety regulations that affect your company... that you have applied them correctly... and that they are being followed properly by your management and staff?

It's absolutely crucial that you are always able to give up-to-date, reliable and practical responses to all questions regarding the safety and the protection of your workers - which is exactly what our company and weekly newsletters are there to help you do.

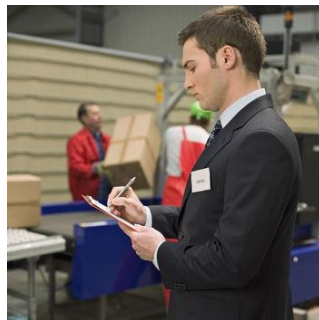
To give you an idea of just how useful [The Wilkins Safety Group](#) backing can be, here's a list of just 9 of the great benefits, advantages and practical boosts we can give you:

**Benefit 1** You'll always be up-to-date on the latest news and cases

You'll be able to react professionally in the correct legal way as you will be constantly updated on the latest laws and regulations - without having to wade through huge law manuals and cases.

For Example: one of the major changes affecting UK industry in April 2010 was the Control of Artificial Optical Radiation at Work Regulations 2010, which impacted on industries involved in metal cutting, pharmaceuticals, printing, motor vehicle repair, education and many others. The legislation greatly affects the operations of businesses and we advised our readers that they needed to conduct additional inspections to stay compliant with the law. Rather than just telling our readers about the new legislation, however, we also explained, without any jargon, the step-by-step actions they need to take to avoid any unnecessary penalties from the enforcing authorities.

Even if you have done everything that the law expects you to, can you confidently prove that you have done so in black and white should the inspectors suddenly appear at your door?



No need to panic. With the following checklist that recently appeared in one of the newsletters. Many of our readers have already started to use it in order to complete their documentation - and ensure there are no nasty surprises in store for them the next time the health and safety inspectors visit.

Checklist: [Minimum Requirements for Health and Safety Documentation](#)

Requirement	Acts or Regulations	Person Responsible	Date Implemented
Appoint a competent adviser/competent person	The Management of Health and Safety at Work Regulations 1999		

	The Ionising Radiations Regulations 1999
	The Control of Substances Hazardous to Health Regulations 2002
	The Control of Noise at Work Regulations 2005
	The Regulatory Reform (Fire Safety) Order 2005
	The Dangerous Substances and Explosive Atmospheres Regulations 2002
Complete a risk assessment	The Management of Health and Safety at Work Regulations 1999
	The Control of Substances Hazardous to Health Regulations 2002
	The Provision and Use of Work Equipment Regulations 1998
	The Control of Noise at Work Regulations 2005
	The Regulatory Reform (Fire Safety) Order 2005
	The Dangerous Substances and Explosive Atmospheres Regulations 2002
Produce a company Health and Safety Policy	The Health and Safety at Work etc. Act 1974
Appoint a first aider	The Health and Safety (First-Aid) Regulations 1981
Keep training records for all first aiders	
Adequately stocked first aid box with contents list	
Evidence that the management team (including director named on health and safety policy and health and safety manager) consult with employees	The Health and Safety (Consultation with Employees) Regulations 1996
	The Safety Representatives and Safety Committees Regulations 1977
Undertake statutory inspections	The Pressure Systems Safety Regulations 2000

Undertake statutory health surveillance	Lifting Operations and Lifting Equipment regulations 1998 The Control of Substances Hazardous to Health Regulations 2002 The Ionising Radiations Regulations 1999
Complete training for staff and keep training records	The Confined Spaces Regulations 1997 The Management of Health and Safety at Work Regulations 1999 The Control of Noise at Work Regulations 2005 The Control of Substances Hazardous to Health Regulations 2002 The Provision and Use of Work Equipment Regulations 1998 The Regulatory Reform (Fire Safety) Order 2005 The Dangerous Substances and Explosive Atmospheres Regulations 2002 The Safety Representatives and Safety Committees Regulations 1977
Maintain temperatures in the workplace	The Workplace (Health, Safety and Welfare) Regulations 1992
Insurance	The Employers' Liability (Compulsory Insurance) Regulations 1998
Provide protective equipment	The Personal Protective Equipment at Work Regulations 1992
Ensure the safety of machinery	The Supply of Machinery (Safety) Regulations 2008
Ensure operatives are competent	The Street Works (Qualifications of Supervisors and Operatives) (England) Regulations 2009
Carry out specific surveys	The Control of Asbestos Regulations 2006

Provision for specific groups	Disability Discrimination Act 2005
Not to use certain substances	The Control of Substances Hazardous to Health Regulations 2002 The Control of Asbestos Regulations 2006
Appoint a Dangerous Goods Safety Adviser	The Carriage of Dangerous Goods by Road Regulations 1996
Manage building, installations and demolition	The Construction (Design and Management) Regulations 2007

**Benefit 2** Access to plenty of practical advice to help you do your job well and cut down on the stress

Once you are a client we'll supply you with all the practical checklists, work-related help and advice you need - including clever templates you just need to fill out to ensure nothing has been missed.

For example:

- Safety induction and training documents
- Pre-employment medical questionnaire
- Safety checklist for fork lift trucks
- Electrical safety checklist to keep your staff safe when using and maintaining electrical machinery

**Benefit 3** You'll get practical information rather than masses of theory

We don't just report on brand new developments - but actually explain what you need to do in practice so that you can implement them straight away. For example:

**Occupational asthma:** Steps you should take to manage the risk and minimise your liability

**New first aid at work provisions:** Ensure your first aiders hold 1 of these 2 certificates

**Director liability:** 7 costly errors you need to avoid

**Benefit 4** Toolbox talks available to help you

If requested you can get over 90 practical **Tool Box** Talk training sessions, that you'll be able to deliver to your staff in less than 15 minutes! Here are some examples of the topics we have covered:

- The do's and don'ts of managing mobile tower scaffolds
- The vehicle safety checks drivers must make before a journey
- How to recognise noise that may damage your hearing
- Personal protective equipment procedures and use
- Electricity safety: Appliance testing - what you need to do and when

**Benefit 5** Real accident case studies and what you can learn from them

We give regular updates on real case accidents as listed on the HSE website.

**Benefit 6** We'll keep you informed about the latest sentences to help you avoid huge fines  
Usually, the courts decide what is right and what is wrong.

**Benefit 7** Proven practical tips to help you do your job better

While some things are actually simpler than you think, others are actually more complicated than they appear and it's these that can cost you dearly. To ensure you never overlook those

small, but crucial details, we'll give you plenty of specific advice and practical actionable tips such as:

**Emergency evacuation procedures:** These key issues must be covered

Protect agency workers from unnecessary risk: Implement three 3 simple steps

**Fire alarm testing:** What must be done, when and by whom to stay compliant?

How introducing a **permit to work** system can greatly reduce your liability and likelihood of conviction

**Benefit 8** Keep 1 step ahead of the authorities with our update Information

Use our update Information to stay ahead of the HSE as it informs you of the planned activities undertaken by local authorities and the HSE. Make sure you're always organised in advance and ready for any unannounced visits from the authorities.

**Benefit 9** Get answers to your individual questions from the technical staff

If you don't find exactly what you're looking for, then you can always get an answer directly from our technical staff. Simply send an email to [info@wilkinssafety.co.uk](mailto:info@wilkinssafety.co.uk) and you'll receive a personal and quick response.

We know from experience that compliance with Health and Safety is not an easy one. Few people appreciate the time, effort and stress it takes. That's why we are sure you'll find our service exactly the extra help you've been looking for. Our aim is to help you do your job well - in less time, with less effort and with more peace of mind

###

Keep up-to-date with our regular training courses; watch out for the training newsletter.

If you would like to discuss any of the issues highlighted in this newsletter then drop an email to Jon on [jon@wilkinssafety.co.uk](mailto:jon@wilkinssafety.co.uk) or call the office **01458 253682**



Your Business is Safer  
Your Business is Safer in Our Hands