

Welcome to the latest edition of our newsletter for all your health and safety updates.

NEW HAZARDOUS WASTE REGULATIONS 2005 INTRODUCED

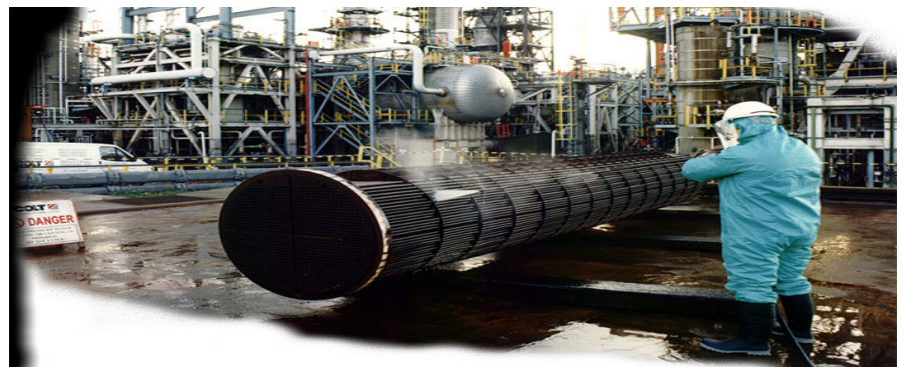
The New Hazardous Waste Regulations came into place on 16th July 2005 so what does this mean for companies?

The regulations make many amendments to the current 'Special Waste Regulations' but the key changes are as follows:

- Hazardous waste producers will be required to pre-register before any hazardous waste can be collected from their premises.
- The regulations will apply the European Waste Catalogue codes of hazardous waste which will affect a much wider range of producers.

The main requirements of the regulations are:

- From the 16th July 2005 it is an offence for hazardous waste to be collected from a site that has not been registered as exempt.
- All non-exempt sites that produce hazardous waste must be registered even if



they are unlikely to have that waste collected for some time. Recent Environment Agency guidance has clarified that it is an offence to produce hazardous waste on site and not be registered.

- Items such as PC monitors, PC base units, fridges, TV's, oily rags and separately collected fluorescent tubes will require collection under the new hazardous waste notification and documentation procedures.
- Each site producing hazardous waste has to have a separate registration

although multiple sites can be registered on the same notification. Therefore a head office could register all its sites centrally, but each site would have a separate unique registration number and require a separate fee.

- Some sites are exempt if they expect to produce less than 200 KG of hazardous waste a year, although they would then have to register, if part way through the year they went over the threshold.

For further information on the Hazardous Waste Regulations please contact us on 01604 654 111.

EDITORIAL COMMENT

What impact will the new Hazardous Waste Regulations have?

Premises where hazardous waste is to be removed must be registered or exemption

obtained in advance with the Environment Agency.

If you are one of the 100,000 companies which produces hazardous waste you may have to pay more to dispose of your hazardous waste as your waste management contractor may have to travel further to a landfill site and ask you to treat the

hazardous waste before they collect it. The new regulations may mean that you now produce hazardous waste when previously you did not. For further information you should speak to your regulator, the Environment Agency or call us on 01604 654 111 where one of our consultants will be happy to assist.



REPETITIVE STRAIN INJURIES ON THE INCREASE

The number of people suffering from repetitive strain injuries has increased significantly over the past 12 months, new research has revealed.

SO WHAT IS RSI AND HOW CAN EMPLOYERS REDUCE THE RISK OF EMPLOYEES SUFFERING.

The term Repetitive Strain Injury is used to describe a number of named musculoskeletal conditions such as tenosynovitis, tendonitis, tennis elbow etc. RSI conditions can occur in both upper and lower limbs as well as affecting the spine in various areas which in turn can cause referred pain in the limbs making diagnosis difficult.

Symptoms can include numbness, tingling, sharp pain, dull ache, weakness; loss of grip and restricted movement of limbs which can render people incapable of carrying out the simplest tasks at home or work.

Recent research has found that around 450,000 workers in Britain have developed upper limb disorders as a result of repetitive movements in the workplace, with employees in the health and social work industries being most affected.

Each employee afflicted with RSI took an average of 18 sick days leave between 2003 and 2004, resulting in 4.7 million working days

being lost according to research conducted by the Chartered Society of Physiotherapy.

The past three years have seen a shocking increase of 52, 000 more employees being affected by RSI and the society called for employers to do more to protect the health and safety of their workers.

SO WHAT CAN EMPLOYERS DO?

In order to reduce the risk of RSI in employees and limit the amount of work days lost through sickness employers should ensure the following basic measures are implemented:

- Carry out workstation assessments for all employees.
- Provide any equipment identified as being necessary.
- Provide employees with training in the correct set up of their workstations.
- Provide manual handling training to those employees carrying out lifting or carrying of any equipment or those employees undertaking work of a repetitive nature.
- Carry out and record manual handling risk assessments.

For further information on RSI, workstation assessments or manual handling training please contact us on 01604 654 111 or email office@positive-steps.net



MANUAL HANDLING TRAINING



Positive Steps run a manual handling training course which covers the correct lifting techniques in order to reduce RSI and posture related problems. Our course also teaches candidates how to analyse the manual handling tasks they are carrying out within their workplace. The course is of a benefit to all employers who wish to reduce workplace absences from ill health and potential litigation claims.

For further information including a course agenda and costs please contact us on 01604 654 111.

HSC CALLS FOR A BAN ON SMOKING IN ALL ENCLOSED PUBLIC PLACES



The HSC has called for a universal ban on smoking in all public places and workplaces in response to the DH's consultation paper.

The HSC wishes to ban smoking in all enclosed public spaces with the exception of licensed premises that are private clubs or which do not serve food, as well as prisons and people's homes in England and Wales. These measures go further than the existing Government proposals

for a ban on smoking in public places.

At a recent meeting the Commission said the consultation gave it an opportunity to lead public opinion and that its response is based on the DH's Scientific Committee on Tobacco and Health which recognises that second hand smoke is harmful and does not differentiate between workplace and social exposure.

RECENT CASE LAW IN BRIEF

Two companies ordered to pay costs of £21, 644 after fatal ladder fall.

Teesside Crown Court ordered two companies to pay out a total of £21, 644 after an employee was fatally injured in a five metre ladder fall from a defective ladder.

The court heard how Lorimer Electrical had been contracted to work at the Newton Aycliffe, County Durham factory of Primex Plastics on 29th December 2003 to carry out general electrical work.

Lorimer's employee Mr Crooks and a colleague had been replacing fluorescent light bulbs whilst the factory was closed down over the post Christmas period. During the process Mr Crooks let go of the ladder supplied by Primex Plastics to remove a 2.5m long lighting tube and fell. The ladders feet were found to be defective. Mr Crooks colleague also sustained a broken arm.

Both companies had earlier pleaded guilty. Lorimer Electrical pleaded guilty under:

- Section 2(1) of the Health and Safety at Work etc. Act 1974 in failing to ensure the safety of its employees and was fined £7,500

Primex Plastics pleaded guilty to:

- Section 3(1) of the Health and Safety at Work etc. Act 1974 in failing to ensure the safety of non-employees and was fined £10,000.



Both companies were ordered to pay the HSE's full costs of £2,072 each.

The recorder of the courts said that Primex Plastics, as the provider of the defective ladder was primarily to blame for the incident.

Both companies said in mitigation that they had co-operated fully with the HSE and had subsequently implemented new health and safety policies and management systems. Primex now specifies that contractors must provide their own equipment.

This case highlights the seriousness of undertaking working at height risk assessments in order that employers can assess work at height and select the most appropriate equipment.

It also highlights the need to employ competent contractors and carry out a suitable exchange of health and safety information and request that contractors provide their own equipment when working on site. See Question and Answer section.

Q & A: IN THIS EDITION WE HAVE A LOOK AT CONTROL OF CONTRACTORS

We employ contractors to carry out work within our premises what are our legal obligations?

Prior to employing any contractors on site you should ensure that an exchange of health and safety information has been carried out to include their risk assessments, method statements, insurance certificates, qualifications of professional bodies i.e. CORGI if required etc. Contractors should also be provided with any relevant risk assessments, asbestos management plans and safety rules for the premises concerned, this is to ensure that both parties are aware of any hazards and risks on site. Following this exchange the contractors should be placed on a list of 'Approved Contractors' and only contractors from this list should be used on site.

What happens if we don't carry out an exchange of health and safety information?

If you don't carry out an exchange of health and safety information you are leaving yourself open to the possibility of employing contractors who have no safe systems of work in place and who have inexperienced or unqualified personnel working on your premises. This situation can mean that accidents and incidents are more likely to occur to the contractors or involve your employees or visitors etc. to your premises. In turn this can mean that both the contractor and you will be investigated by the enforcing authority who will request to see the exchange of information between the two companies in order to identify who is at fault. If you have not carried out due diligence on the contractors concerned then you could be liable.

LONE WORKER VIOLENCE

A survey commissioned by the Suzy Lamplugh Trust found that one in ten people who worked alone had been punched, kicked, pushed or suffered some form of violent attack at work.

The survey covered such workers as nurses and midwives, housing officers in the NHS, local government and housing association. In addition however, any employees who work alone are at an increased

risk of violence. It is therefore essential that employers have procedures and policies in place for lone workers including carrying out lone workers risk assessments, emergency procedures for in the event that an employee does not return to work and providing employees with suitable means of communication, torches, attack alarms etc.

POSITIVE STEPS UPDATES

Positive Steps have moved into their new purpose built office accommodation within Moulton Park, Northampton all correspondence from now on should be made to our new address – details at the foot of our newsletter.

RECRUITMENT

Positive Steps are pleased to announce the recruitment of Joanne Walton our Office Manager, Joanne joins us after having previously worked for Transco for 16 years, she will be a valuable asset to the team and we are very much looking forward to working with her.

HEALTH & SAFETY MANAGEMENT PLAN

Positive Steps Health and Safety Management Plan could be the answer to all your health, safety fire and disabled access issues.

We run a comprehensive package which covers all relevant risk assessments, health and safety training courses, contractors approval scheme, disabled access audits and preparation of policies and procedures.

SO HOW DOES THE PLAN WORK?

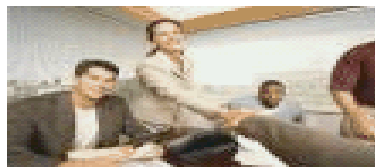
The plan works by providing you with all the health and safety services you need, the plan is designed to cover the areas you wish to be covered so you only pay for what you need. Included within the fee are regular health and

safety updates, access to a qualified consultant at all times and regular site visits. We will discuss your requirements and provide you with a quotation including a breakdown of all areas to be covered. The cost in year one reflects the amount of work involved subsequent years are at a reduced rate.

HOW DOES THIS BENEFIT YOU?

By outsourcing your health and safety needs it leaves you free to do your job. You can be secure in the knowledge that your health and safety requirements are being managed by qualified, experienced and competent health and safety professionals and that you are meeting your legal obligations under Regulation 7 of the Management of Health and Safety at Work Regulations 1999 by employing a 'competent person'.

Should you wish to discuss our Health and Safety Management Plan please contact Paul on 01604 654 111 to discuss your requirements further or to arrange for a free initial consultation.



**PLEASE NOTE: ALL OUR
CLIENTS HAVE ACCESS
TO A TRAINED
CONSULTANT 24 HOURS
A DAY AT NO ADDITIONAL
CHARGE.**

EFFECTIVE HEALTH AND SAFETY MANAGEMENT STARTS WITH A POSITIVE STEP...

Positive Steps was founded on the basis that health and safety should help, not hinder the growth of a business. By understanding your company's aims and objectives we can identify workable solutions to meet your everyday and long term health and safety goals.

Our service based approach will enable your company to make the welfare of employees, contractors and clients a core part of your business aspirations.

We offer a comprehensive range of safety management services some of which are detailed below:

- **Health and Safety Risk Assessments.**
- **Fire Safety Risk Assessments.**
- **Disabled Access Audits.**
- **Company Health and Safety Policy.**
- **Display Screen Equipment Assessments.**
- **Health and Safety Training, including basic health and safety, fire safety awareness and fire warden training, disability awareness training, manual handling and DSE assessors training.**
- **Method statements.**
- **Contractors Approval Service.**

For further information on any of our services, please call **01604 654 111** or e-mail **office@positive-steps.net**, one of our advisors will be happy to assist.



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