

HEALTH, SAFETY AND ENVIRONMENTAL NEWSLETTER

Statutory Duties of Employers

The Health and Safety at Work, etc Act 1974 states that employers must:

"ensure, so far as is reasonably practicable, the health, safety and welfare at work of employees and others who may be affected by the undertaking"

In particular **the employer** must ensure:

- Safe plant and systems of work
- Safe use of substances
- Information, instruction and training
- A safe workplace
- Safe access and egress
- Safe working environment and welfare

Managers should:

- Make employees aware of health and safety requirements
- Ensure all equipment is fit for purpose
- Enforce health and safety rules and safe working practices
- Not turn a 'blind eye' to sloppy work habits
- Take appropriate action to correct unsafe situations
- Record any reports of accidents, incidents and near misses and actions taken
- Analyse accident, incident and near miss statistics to improve health and safety and better focus resources

WHO IS RESPONSIBLE FOR HEALTH AND SAFETY AT WORK?



Did you know EMPLOYEES have legal duties too?

You must:

- Take reasonable care of yourself and others
- Cooperate with your employer
- Not misuse anything provided for Health and Safety
- Comply with instructions for Health and Safety
- Inform your employer of any shortcomings or immediate danger
- Only use machinery, equipment, substances or safety devices if adequately instructed and trained



Each one of you is personally responsible for your own actions

For more details on employers and your own responsibilities in law, read the Health & Safety Law Poster on display in your workplace or talk to your H&S Advisor.

BEFORE operating ANY item of plant or equipment, THE LAW EXPECTS YOU to ask yourself:

- Are you trained and authorised to use this item?
- Is the item fit for purpose (carry out pre-use checks, report any defects, has it been serviced, etc)?
- For excavators and other lifting equipment, is there a copy of the machine's LOLER certificate (a single page headed "Thorough Examination of Lifting Equipment"), and is it dated within the last 12 months? A copy must be kept with the plant item – do not use a machine, whether owned or hired, until you have a copy of its LOLER certificate.

If in doubt, STOP WORK AND ASK your line manager.