



Health and Safety Policy Do I need one?

Yes, if you employ five or more employees (even part time staff).

Asbestos

Biggest killer in the workplace. What do you need to know?

Gas Safety

Appropriately Registered Gas Engineer for Installation, Commissioning and Maintenance of your Gas System.

**Derry City & Strabane District Council
Environmental Health Service**

Health and Safety News

Health and Safety For Your Business

www.derrystrabane.com



**Derry City & Strabane
District Council**
Comhairle
Chathair Dhoire &
Cheantar an tSratha Báin
**Derry Citty & Strabane
Destrack Cooncil**

Welcome

to Derry City and Strabane District Councils health and safety newsletter. This newsletter is designed to inform employers and small businesses about topical health and safety issues, some requirements of the legislation and to highlight some matters which are a priority area as part of this department's health and safety work programme.

Health and Safety legislation for your business is enforced by the Environmental Health Service of Derry City and Strabane District Council. This newsletter details some examples of health and safety requirements that may apply to your business. It is your responsibility as the employer to keep yourself up to date on all health and safety issues relevant to your business. Derry City and Strabane District Council is committed to helping small businesses improve health and safety standards and conduct their business

without risk or harm to employees or the public. Further advice and guidance on health and safety issues is available from the:

**Environmental Health Service,
Derry City and Strabane District Council,
98 Strand Rd,
Derry, BT48 7NN
and
47 Derry Road,
Strabane,
BT82 8DY**

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Health and Safety Policy

Do I need one?

Yes, if you employ five or more employees (even part time staff).

What needs to be in it?

There are three parts:

- **A statement of intent** - This must be signed and dated by the person in control of the business so as to demonstrate commitment from those in charge of the health and safety of their employees and others who may be affected by their undertakings.
- **Organisation** - Explain who within the company has responsibilities to make sure that the company's health and safety procedures are put into practice. An organisational chart is a useful aid for this section.
- **Arrangements** - Detail the health and safety arrangements of the company, for example, in relation to accident reporting, training, consultation with employees, first aid, electrical safety etc.

Is there help available? Yes!

Advice regarding what content to include in a safety policy including example safety policies can be found at the following website address:

www.hse.gov.uk/simple-health-safety/write.htm

Is that it?

You must review the policy should there be any significant changes in your business or if you suspect that it may no longer be valid and you must bring your policy and any updates to the notice of all of your employees. A policy should be more than a document, you must implement it effectively.

www.derrystrobane.com

Asbestos

Derry City and Strabane District Council and The Health and Safety Executive for Northern Ireland inspect businesses which have legal obligations to make appropriate checks for the existence of asbestos in their premises and to put adequate controls in place.

Biggest killer in the workplace

Asbestos related disease is the UK's biggest single cause of work related deaths, accounting for around 100 deaths a year in Northern Ireland. While the importation, supply and use of asbestos is now largely prohibited, it is estimated to still be present in 500,000 non-domestic buildings. If asbestos is present in good condition, left undisturbed it poses little risk to health. However, if disturbed, asbestos fibres can be breathed in and can lead to fatal asbestos related diseases.

Potential for uncontrolled exposure to asbestos-containing materials is currently highest amongst occupational groups in building maintenance and construction industries, including electricians, plumbers and joiners.



What do you need to know?

There is a legal requirement under the Control of Asbestos Regulations (NI) 2012 on those who have maintenance obligations for premises to 'manage' any asbestos in non-domestic premises. This includes:-

1. Find out if there are materials containing asbestos, and if so, where they are and what condition they are in;
2. Record where the asbestos or presumed asbestos is and its condition;
3. Assess the risk of anyone being exposed to fibres from the materials identified;
4. Decide what to do - If the asbestos material is in good condition and not likely to be disturbed, then leave it in place. If it's in poor condition then repair, seal or remove it, as appropriate;
5. Prepare a management plan, implement it effectively and review it as needed.

The responsibility for carrying out the above survey and implementing the asbestos management plan may rest with yourself or possibly your landlord. Comprehensive advice can be found on the following web sites:

www.hseni.gov.uk/topic/asbestos

www.hse.gov.uk/asbestos



Gas Safety

Use an Appropriately Registered Gas Engineer for Installation, Commissioning and Maintenance of your Gas System. Where relevant, you may be required to provide evidence that this duty has/is being met.

Under Regulation 35 of the Gas Safety (Installation and Use) Regulations (Northern Ireland) 2004, it is the duty of every employer to maintain the gas installation used at his or her premises in a safe condition so as to prevent risk of injury to any person. It is important to note that this requirement includes the maintenance of gas appliances, installation pipework and flues used at your premises.

Gas Safety

Gas Safe Register note that effective maintenance means any servicing or repairs are carried out by a suitably registered and qualified engineer. Servicing should be carried out in accordance with the manufacturer's instruction.

Gas engineers must be registered with the Gas Safe Register. You can find or check a Gas Safe registered engineer in Northern Ireland at www.GasSafeRegister.co.uk or by phoning 0800 408 55000



"I should have checked the card"

**Better Gas Safe than sorry.
Your guide to gas safety.**



www.derrystrabane.com

Feedback

To help us improve our service and the information we provide, your views are important. Please provide us with any comments or feedback you wish to make about this newsletter.

Should you require any further information on health and safety issues please contact the:

**Environmental Health Service,
Derry City and Strabane District Council, 98 Strand Rd,
Derry, BT48 7NN, and
47 Derry Road, Strabane, BT82 8DY
Tel. 02871 253 253
Visit our website: www.derrystrabane.com
Email us at: healthandsafety@derrystrabane.com**

Training Options

To promote health and safety amongst businesses in the council area, please suggest any training courses which you would be interested in attending.

**Email us any suggestions at:
healthandsafety@derrystrabane.com**

This information is available upon request in a number of formats including large print, Braille, PDF, audio formats (CD, MP3, DAISY) and minority languages.

Telephone: 02871253253
Text phone: 02871376747
Or
email: equality@derrystrabane.com



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