Health & Safety Matters
October 2018

Safety around campus
Please stay safe when making your way around Campus. It is advised to:

- Put lights on to your bike, so that others around can see you, even more now since it is getting darker earlier and getting close to winter
- Avoid wearing dark clothes at night, so that you can be easily seen
- Use pedestrian crossings where possible
- Look both ways before crossing

Further advice on cycling and pedestrian safety is available via the University ‘Cycling and Pedestrian Safety’ Leaflet.

Statutory testing
Equipment, including items used in research, must comply with the Provision & Use of Work Equipment Regulations and associated legislation. This includes the need for Statutory Inspections on certain types of equipment, including:

- Pressure systems
- Lifting equipment
- Local Exhaust Ventilation systems (LEV)

Such equipment must be added to the list for statutory inspection and testing. If you know of any equipment which needs inspecting, complete the Statutory Testing Report Form. Please also inform us when equipment has been disposed of so that it can be removed from the list using the same form. Statutory Testing Webpages

FIRST AID
In the event of a serious illness or injury on campus call (024765) 22222, and not 999. A full list of first aiders by building can be found here. Please make yourself aware of your local first aider. First aiders have a responsibility to:

- Ensure First aid boxes are properly stocked, and that the contents are in date
- Let us know when they move location so that the first aid list can be amended.

Further guidance on First Aid can be found here.

H&S checklists
As some of you may be aware, it is that time of year where the General H&S checklist needs to be filled in. The checklist is an aid to help the Heads of Departments and Senior Administrators understand their health and safety responsibilities, and how to meet the requirements set out in the checklist.

The checklist will be emailed to HoDs shortly

PAT testing
Portable Appliance Testing (PAT). There is a University Code of Practice for Portable Electrical Appliance Inspection and Testing that outlines the responsibility for PAT testing within departments. Section 4.2 states that Departments are responsible for arranging PAT testing which can be carried out using the Estates approved contractor.

The Estates approved contractor for electrical testing is Circuit Electrical Testing Ltd, their contact details are:

Vicky Nolan, Sales & Marketing Director
Circuit Electrical Testing Ltd
Croft MYL West Parade
Halifax
HX1 2EQ

Telephone: 01422 413035
Website: http://www.circuitcompliance.com

Full advice for departments about electrical testing, including the code of practice is available here.

Induction for new starters
If you are a new starter, you will need to complete certain Moodle courses which are mandatory including:

- Health and Safety general induction
- Fire safety awareness

For further information about induction courses please visit the HR induction page

Useful links
Report all incidents and near misses
Health & Safety webpages
Need advice on health & safety