

## FIRE REGULATION UPDATE

The FIRE (SCOTLAND) ACT 2005 which came into effect on 1<sup>st</sup> October 2006 is now being enacted by the fire authorities. There are several important changes which could affect you.

The legislation places responsibility for enforcing general fire precautions on the local Fire Authorities. This means that the Local Authority Environmental Health & Safety Inspector's visit will not look in detail at fire precautions. However the Fire Authority Inspector may ask you to improve items which were previously acceptable by the LA Inspector!

### RESPONSIBLE PERSON

A responsible person must be nominated to manage the fire precautions

### FIRE ASSESSMENT

A fire assessment must be carried out on every building, including Clubhouse & Greenkeeping facility. (Forms & details are in MHSgolf Program)

### NEW STANDARD FOR FIRE EXTINGUISHERS

This probably does not affect you but basically this legislation requires you to have the extinguishers supplied and maintained by a competent person or company. You should not buy extinguishers directly from suppliers as these are not properly commissioned for your workplace.

### INTUMESCENT STRIPS

Fire officers will now insist that fire doors to kitchens, and other areas of risk, must now have intumescent strips fitted to the fire doors, if not already present. This prevents the smoke spreading in the event of a fire. This should cost under £10.00 per door plus fitting.

### SIGNAGE

There has been some confusion about fire exit signs. There are two standards, the British Standard and the EU Standard. Both are legal. However these should not be mixed. If you are buying new signs please ensure the new signs are to the same standard as the old.



BS Standard

Green man running out of door on white background



EU Standard

White man running out of door on green background.

See: [http://www.hse.gov.uk/foi/internalops/fod/oc/200-299/217\\_5.pdf](http://www.hse.gov.uk/foi/internalops/fod/oc/200-299/217_5.pdf)



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## October 2009 Newsletter

Winter is creeping in and now is the opportunity to begin to review your Health & Safety Arrangements

This month's newsletter is larger than usual as there are so many little things to catch up on since July's Newsletter.

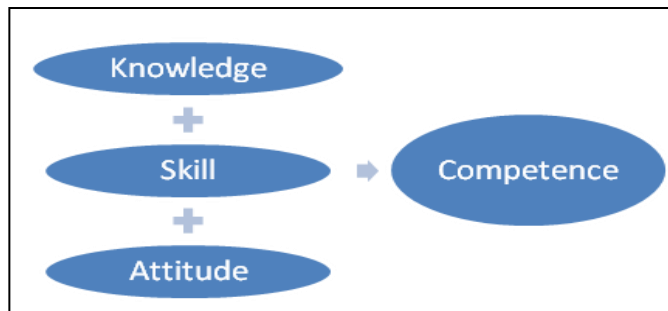
Over the last few months the HSE(Health & Safety Executive) and EHO (Environmental Health Officers) have been auditing all aspects of H&S in the Land Use Industries. In this newsletter are problems/ issues which have been brought to the attention of some Golf Clubs in the last few months. Please read and confirm to yourself that you have these subjects under control and that you can prove it in the event of an Audit visit.

Due to the postal strike, we have been rethinking our approach to sending out the newsletter. We will now send it out in three ways

1. Royal Mail
2. An Email attachment to those clients who have informed us of an Email address - please drop me an email at [mhsgolf@dshearer.co.uk](mailto:mhsgolf@dshearer.co.uk) if you do not receive this - I may not have your email address as my computer died in August!!
3. Available on our ClientWebpage.

## COMPETENCE

Several cases have come to court in other industries which are questioning the levels of competence of workers. EHO visiting Golf Clubs have this on their checklist during an audit visit



Competence comes in 6 stages

1. **Demonstration** – a competent operator showing how the task should be performed
2. **Instruction** – by a competent operator in the safe operation/ carrying out of the task
3. **Close Supervision** – by competent operator, able to stop or intercede to prevent accident or harm
4. **Distance Supervision** – by competent operator to conform all safe working practices are being carried out
5. **Competence** – may involve some form of test – formal or informal
6. **Maintenance of competence** (CPD, Continuing Professional Development) – attending update courses, manufacturer courses, seminars, update tests, records of continuing use, etc

**Have you records to confirm this has been done?** Have you copies of your staffs' SVQ 2 Certificate, PA Certificate, Chainsaw Certificate, First Aid Certificate in their Personnel File?

Should your employee attend an external seminars or updates, please **keep a record of this in his personnel file**. Take a note of any 'Toolbox Talk' you give your staff and have them **sign and date and keep that in his personnel file**.

Have you a safe working practice/ equipment manual which describes the do's and don'ts and has the employee seen these? (**a signature makes proving it much easier!**)

More knowledge testing is being carried out by multiple choice questions. It is an idea to annually test your operator before the start of a season of work. We have now included on-line multiple choice question tests for this purpose.

## OCTOBER INTERIM UPDATE OF THE *MHS-golf* PROGRAM

There have been some changes in health & safety which are reflected in the update of the Program. Please download the October update of the MHS-golf program from our Client Webpage:

[www.dshearer.co.uk/mhsgolf.htm](http://www.dshearer.co.uk/mhsgolf.htm)

The password for both the page and the program is **vinegar**

*NB On this copy of the MHS-golf Program, you will have to enter your club name etc in the information page of each Excel file.*

**The full update on disc will be sent out as usual in Jan/Feb 2010**

## NEW ITEMS IN OCTOBER UPDATE:

### TRAINING UPDATE

We have created a new Section in the Safety Policy

#### Section 4a Staff Training

In this we have begun to cover in detail the requirements of staff training and CPD (Continuous Professional Development)

A feature of this is the inclusion of On-Line Multiple Choice Assessments

We have several of these available on line. Please use these for your staff. The tests available at the moment are:

Pesticide Application PA1

First Aid

Health & Safety Level 2

More of these tests will be available in the future

Another approach is to use videos & multiple choice questions tests from the manufacturers e.g.

Toro:

[http://www.toro.co.uk/intl/uk\\_en/customercare/commercial/education/operatortraining/index.html](http://www.toro.co.uk/intl/uk_en/customercare/commercial/education/operatortraining/index.html)

### Pesticide Update

Jewel added to the Pesticide COSHH Assessment Index

### Risk Assessment Update

Risk assessments for fencing work have now been added to the risk assessment index



## WORK AT HEIGHT : EDGE PROTECTION



Health & Safety Inspectors are continuing to emphasise the importance of preventing falls from height. This is essential, as it is the principal cause of fatalities and second to "slips trips and falls at the same level" as the cause of major injuries in UK.

One of the problems is the use of the 'mezzanine floor' above your staff room etc and if this is used, there are certain things now expected of you.

**ACCESS:** This should be by fixed staircase with adequate handhold banister. The use of stepladders can only be used if access is very infrequent, at most several occasions per month. Ladders should not be left in place but stored away from the mezzanine floor. When in use, the ladders should be used as per the Ladder Safety SWP on MHSgolf Program.

**HEADROOM:** Consideration should also be given to headroom above the mezzanine floor and the likelihood of head injuries from roof struts.

**EDGE PROTECTION:** The edge of the mezzanine floor should have an adequate guardrail – minimum 900mm high, intermediate horizontal cross straps to ensure that no person or objects can slip through and fall a 100mm toe board.

**STORAGE & ACCESS:** An assessment of what can be stored on the mezzanine floor must also be given – how are these to be safely stored, their weight, how they are to be carried to the store, manual handling, etc

## LPG GAS CHECKS

In the aftermath of the trial concerning the explosion at ICL Plastics in Glasgow, it is expected that any H&S inspection will ask about the measures being taken to check pipes, valves and joints of the LPG (Liquefied Petroleum Gas) on each site visited. The HSE has organised a consultation process which will result in a new safety regime for the use of LPG. LPG also includes the use and storage of propane & butane cylinders.

<http://www.hse.gov.uk/gas/lpg.htm>

Have you LPG on your site, can you show that the piping, valves, joints etc have been checked annually by a competent person?



## FREE HSE PUBLICATIONS

HSE have taken the decision that as many publications as possible will be downloadable from their website. Paper Copies are still to be available but will be charged at the standard rate.

<http://books.hse.gov.uk/hse/public/home.jsf>

## DRIVER SEAT BELTS

There are many accidents resulting in fatalities, using forklifts in the Construction and Agriculture Industries, due to this every year.

Whilst it is probably unreasonable to ask your staff who use equipment with ROPS (Roll Over Protection Systems) to wear seat belts at all times, **you must insist they wear the seat belt if roll over is possible.**



## PESTICIDE UPDATE

A note to remind you that the following Pesticides must be used by the end of this season (30/11/2009)

**Bastion T**  
**Clovotox**  
**Supertox 30**

## Talunex

The rabbit, rat and mole control agent Talunex (aluminium phosphide) has been reinstated into the market with sales resuming from 15 September 2009.

Last year Talunex introduced a new container which requires a conversion fitting to allow the older applicators to be used. This should be available free from your supplier.

[http://www.talunex.co.uk/topex\\_adaptor.pdf](http://www.talunex.co.uk/topex_adaptor.pdf)

## Jewel

Scotts have introduced a new mosskiller/ herbicide called Jewel. This has been added to the MHSgolf Program



## ASBESTOS

Did you know that every week in UK.

- 3 plumbers die
- 20 tradesmen die
- 6 electricians die
- 6 joiners die

**all from this hidden killer.** See HSE Website



**Have you made up an Asbestos Register which identifies where all asbestos is present in your establishment? – if not why not?? The Asbestos Legislation requires you to make a register and keep it updated.**

**If you have asbestos, have you detailed how you will keep employees and contractors informed of the problem and restrict the work that they can carry out?**

Details of non-licensed handling of asbestos is given in the HSE Website :

<http://www.hse.gov.uk/asbestos/essentials/index.htm#a1>

Some Local Authority have made recommendations similar to the following:

### Removal and disposal of asbestos

Asbestos materials must be removed and disposed of in the correct manner, the best way to do this is to use a licensed contractor. On no account should you remove asbestos coatings yourself.

However, if you wish to remove a sheet of asbestos cement sheeting from your garage roof, you should follow the advice given below. This advice is to help minimise the risk involved in the removal of small quantities of asbestos material and is not intended to be relied on as providing a safe system of work, therefore, the you must do a full risk assessment and your club will carry full responsibility. The Local Authority and MHSgolf accept no liability for any loss or damages caused.

**Step by step guide** for removing one or two sheets of asbestos cement sheeting

- Contact your local council to confirm they will accept the sheet and the location of their asbestos licenced site.
- Plan the work so that the asbestos material is handled as little as possible, in order to minimise the release of fibres.
- Wear a suitable respirator, head covering, protective overclothing and gloves.
- Damp down the asbestos material thoroughly before disturbing it.
- Do not break up the cement sheeting. Do not use power tools. Do not break, drill, sand or scrub the asbestos materials.
- If dust is produced, ensure it is wet then sweep it up. Do not vacuum the dust as this may spread the asbestos dust around your house.
- Double wrap the asbestos in heavy duty polythene sheets and label the outer bag as containing asbestos waste. Seal the bags.
- Any contaminated clothing should also be bagged up, labelled, sealed, then disposed of as asbestos waste.
- Take precautions to avoid bringing asbestos fibres into the house e.g. coming indoors with contaminated clothing.
- Take the bagged asbestos waste to the Council licensed site.



For detailed advice please read on-line::

[HSE Asbestos Basics](http://www.hse.gov.uk/asbestos/basics.htm)

<http://www.hse.gov.uk/asbestos/basics.htm>

[HSE Advice on Managing Asbestos](http://www.hse.gov.uk/pubns/manageasbestos.pdf)

<http://www.hse.gov.uk/pubns/manageasbestos.pdf>

[HSE Asbestos Index](http://www.hse.gov.uk/asbestos/index.htm)

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