# Imperial College London

Issue 5 June 2006

# Health and Safety Matters

OCCUPATIONAL HEALTH & SAFETY NEWSLETTER

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# Regulatory Reform (Fire Safety) Order 2005



A new piece of fire safety legislation, the Regulatory Reform (Fire Safety) Order 2005 comes into force later this

year. This was originally scheduled for April 2006 but October now looks like a more likely date for introduction. The new Order repeals a whole range of existing fire safety legislation including the *Fire Precautions Act 1971* and the *Fire Precautions (Workplace) Regulations 1997 / 1999* and is set to have a far reaching impact on fire safety provision and enforcement procedures in England and Wales.

The change has come about as a result of pressure from both businesses and enforcing authorities—in the past there has been too much confusion caused by a myriad of overlapping legislation and too many enforcing agencies. Chiefly, the aims have been to:

- Reduce the number of regulations that apply, hence resulting in clearer, more transparent legislation.
- Place the emphasis on prevention reduce the number of fires and the severity of fires
- Shift the responsibility for the fire safety solution onto the employer / occupier and their workforce.

The final point is crucial, since it brings fire safety into line with existing health and safety legislation. In future, every workplace will be subject to the new regime which places the onus on the occupier or the person who has control of the premises to ensure that suitable and sufficient risk assessments have been carried out and that suitable controls are in place with respect to the risks presented.

A seminar was held at Imperial on the 30 March which was attended by represen-

tatives from a range of UK universities. Presentations on various aspects of the Order were given by representatives of the Office of the Deputy Prime Minister (ODPM), the Chief Fire Officers Association (CFOA), the Fire Service College and lawyers with a specialist interest in fire safety.

#### Implications for the College

- Though the requirement for the employer to undertake fire risk assessment of certain premises existed under the Fire Precautions (Workplace) Regulations 1997 / 1999, this requirement is now strengthened. The requirement for Fire Certificates issued by the Fire Services for certain types of premises (some of which exist in the College) will be obsolete.
- The Order allows for more than one responsible person i.e. employer. There will be an absolute duty of care from an employers perspective—the employer will be responsible wherever their staff may go. Therefore, in cases where College departments are embedded in NHS Trust owned buildings for example, the College will either need to assess the space that it occupies or 'sign up' to a joint assessment by the partner (e.g. the Trust) who have an owners responsibility. The requirement to co-operate and co-ordinate is strengthened.
- The ODPM implied that the partner having 'the most dangerous substances on the premises' would be responsible for leading co-ordination efforts. This could be subjective and contentious and sensible agreements would need to be found.
- Halls of residence will be covered by the Order, particularly in respect to communal parts, though bedrooms will be considered to be equivalent to domestic premises and therefore outside the scope.
- Two enforcers will cover College premises—the Fire Service for the bulk of the College and the HSE for the Reactor Centre

Further guidance on the Order is anticipated by the end of June in advance of scheduled implementation on 1 October.

# Requirements for Cooperation Between Radiation Employers Sharing Premises

Brian Robertson, College Radiation Protection Manager

Imperial College London currently undertakes work with ionising radiations on ten Campuses and is therefore a 'radiation employer'. In most cases more than one legal entity is represented on site and due to the nature of research and teaching it is possible that radiation workers from one entity may work in or share the premises of another entity and in some cases, transfer radioactive materials between areas under the control of different entities. In addition to the issues that are covered by the *lonising Radiations Regulations 1999* (IRR99) and the *Radioactive Substances Act 1993* (RSA93), there are requirements for 'site security plans' arising from the National Counter Terrorism Security Office (NaCTSO) that also require cooperation between employers.

Under IRR99, a 'radiation employer' has a duty under Regulation 15 to cooperate and exchange information with another employer as is necessary to enable both parties to comply and ensure that exposures are as low as reasonably practicable. There are also similar duties under the Management of Health and Safety at Work Regulations (MHSWR), Regulations 11 and 12. In most cases this will be achieved by consultation and cooperation between the respective Radiation Protection Advisers (RPAs). However, the duty to cooperate remains with the employer. A Head of Department or other manager may wish to delegate this role to their Radiation Protection Supervisor (RPS). If this is the case, this should be included in the duties of the RPS and be confirmed in writing. Two areas where cooperation is particularly important are in the production of 'local rules' as required by IRR99 Regulation 17, and the sharing of information contained in risk assessments made under IRR99 Regulation 7 (and MHSWR Regulation 3). It may also be necessary to share dosimetry and training information; particularly where 'classified workers' are involved.

Under RSA93, an entity wishing to keep or use radioactive substances must apply for authorisation from the Environment Agency (EA) - without current authorisations and registrations the College could not use radioactive materials. On one London site where the College are present there are another 5 legal entities that hold EA authorisations and registrations. There is a duty to be aware of limits and other details of these authorisations. For example, an entity may be authorised by the EA to transfer radioactive waste to another, however, strict limits will apply and there must be an agreement in writing from the entity receiving the waste.

If unsealed radioactive sources are being used in collaboration with another entity and materials need to be transferred between the two entities, accurate accounting will be necessary to show which registration the material is being held under, and which authorisation applies should the material be disposed of.

Where sealed radioactive sources are used, unless covered by EA exemption orders, an EA closed source reg-

istration must be in place. In some cases the 'user' will register the source, and in others, the 'keeper' will register the source. A source purchased and kept by one entity may be used and registered by another - this can lead to disputes over legal ownership.





Removal of the Northwick Park irradiator for disposal in November 2005—the operation required cooperation between four different radiation employers

In recent years it has also become important for security reasons that entities such as the College cooperate with other employers when sharing premises or sites. One requirement is the production of site or premises security plans. In addition to describing the nature of the business, the premises, and details of security arrangements, there is a requirement to cooperate with other entities over issues such as the sharing of information, identification of personnel and the testing of systems and contingency plans.

There may be a need to look more closely at ways of achieving better cooperation between employers at the appropriate levels, as reliance on the RPAs keeping in touch may not be enough to ensure that NaCTSO security requirements and all the requirements under *IRR99*, *RSA93*, and *MHSWR* are being met in full. A new College Radiation Safety Committee is being set up with representatives from all campuses, which will hopefully meet before the end of July 2006. It will also be necessary to set up regular meetings between the various radiation employers' represented on shared sites.

# HSE Radiation Specialist Inspectors Commence Campaign

The Health and Safety Executive Radiation Specialist Inspectors commenced a campaign of *IRR99* compliance inspections in the week commencing 22 May 2006. The inspectors may visit Imperial College campuses as part of this campaign. Risk assessments for work with ionising radiations, local rules, and records e.g. monitor test records and dosimetry records will be high on their list. They will also be seeking compliance with all other aspects of *IRR99*.

# New Safety Guidance & Risk Assessment Tools

The Safety Department is currently developing new guidance and risk assessment tools for a number of subjects:



#### **Offsite Working**

This was the subject of an article in the March edition of the Newsletter. Policy and guidance is still under development. We are investigating the concept of web-based interactive flow charts to link the different elements of the process and make navigation of this topic easier.



#### **Adventitious Biological Agents**

A new risk assessment form (DP2) has been submitted to Divisional Safety Officers with a responsibility for biosafety for consultation. This covers work with tissues, body fluids, excreta etc. of unknown infection status and complements the existing DP1 form for deliberate work with pathogens. Comments have been

received and it is anticipated that a final version will be available on the Safety Department website shortly.



# COSHH for Hazardous Chemicals

A draft version of a new Safety Department COSHH form plus supporting guidance on how to carry out COSHH assessments for hazardous chemicals has also undergone some limited consultation and trials. This will be available for use shortly.

# Annual Reports to Health & Safety Management and Consultative Committees

This years Annual Reports from departments / divisions and campuses will be considered at a joint meeting of the above committees on **Thursday 28 September 2006.** Reports must be submitted no later than **Friday 1 September 2006.** 

The pro-forma reports have been revised in response to comments made at last years meeting. Further information plus the downloadable proforma reports may be found on the Central Secretariat web pages:

http://www3.imperial.ac.uk/secretariat/governance/committees/healthandsafetycommittees/annualreports

## **Physiotherapy Classes**



The Occupational Health Service has extended the contract with the Chelsea and Westminster Hospital to provide physiotherapy for Imperial College staff and include back care classes.

Back care education can help rehabilitate individuals troubled by chronic low back pain for which no clear structural problem or disease

process can be identified.

The classes will be held over a course of 4 weeks and cover how to care for your back, exercise programmes and physiological approaches to pain management.

There are a number of eligibility criteria for entry to the programme, the most significant being back pain lasting more than three months, no serious structural problem and that it is causing significant problems with work, frequent days off or difficulties in performing normal duties. If you think that you may qualify, or have a member of your team who you think may meet eligibility criteria, arrange a referral to see one of the College Occupational Health Advisers at the South Kensington Campus. The number of places available to us is limited, so we may not be able to refer all who might benefit, but don't let that put you off enquiring.

## Save Money On a Tax Free Bike



The College has now implemented a government backed scheme to allow staff to obtain a new bicycle and safety equipment at up to 41% off high street prices.

Staff can select a bicycle of their choice which the College will buy and then lease to you over a 12 month period as a tax exempt benefit. The cost will be deducted from your sal-

ary, reducing the amount of tax and national insurance that you pay each month. At the end of the 12 months, you have the option of purchasing the bike for a small fee.

To take part in the scheme, the bike must primarily be used for commuting to work. You don't have to use it every day and even if you use the bike for part of your journey e.g. cycling from your house to the station, then you are still eligible for the scheme.

The exercise will burn off those stressful thoughts and help keep you fit and healthy. Cycling is healthy, affordable, practical, enjoyable and good for the environment. You will even save time and money getting to work.

For more information, follow the link below: http://www3.imperial.ac.uk/occhealth/guidanceandadvice/ cycletoworkscheme

#### First Aid News

#### Claire O'Brien, Occupational Health Adviser



There have been some important changes to the recommended method of administering Cardio Pulmonary Resuscitation (CPR). This is to improve the effectiveness of CPR. This infor-

mation was distributed in November and again earlier this Spring via the First Aid Coordinators.

The key change is the ratio of *Chest Compressions* to *Respirations*, which is now *30:2*, and the chest compression rate has been increased to 100 per minute. The length of a respiration is now 1 second instead of 2 seconds as previously taught. Please see:

http://www.resus.org.uk/pages/bls.pdf, which provides a detailed explanation and the rationale for the change in the guidelines.

#### **Information for First Aiders**

Occupational Health has produced

laminated cards with a flow chart (Figure 1) to assist First Aiders in remembering the new CPR guidelines and up to date contact numbers for support in the event of a cardiac arrest. We have also produced leaflets with information which we hope you will find useful in carrying out your responsibility as a First Aider. These cards and leaflets were distributed via your First Aid Coordinator; if you haven't received one yet, then contact your coordinator.

#### **Information for Departments**

Most Departmental Safety Officers/ First Aid Coordinators have completed a First Aid Risk Assessment. This helps to quantify the level of First Aid cover and equipment required for the numbers of staff/ students/visitors in the department as well as the specific hazards encountered locally.

#### **Training Information**

Unfortunately, there has been a poor response to the 1/2 day First Aid refresher training sessions this

year, which cover CPR as well as general emergency scenarios. This is an excellent way of maintaining your competency as skills can be easily forgotten if they are not practiced. The training section will be contacting you to give advance notice of when your requalification is due. The new Safety Training schedule will have dates of further courses. Please arrange all retraining via your First Aid Coordinator.

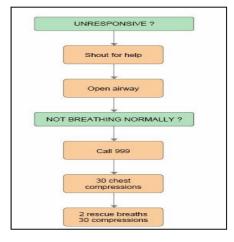


Figure 1: Revised CPR guidelines

Dr Alan Swann, Occupational Health Director

# **CPR Refresher Training**

A well recognised problem with First Aid training is that, within a few months of being trained for the first time, about one third of First Aiders lose some of their skills they have learnt. This is particularly a problem with cardio-pulmonary resuscitation, where correct technique is vital to its effectiveness.

To help counter this problem, we are

making some changes to the Lifesaver Training Programme. From September, the validity of a new Lifesaver's certificate will be one year. New Lifesavers will need to attend refresher training again at 12 months to renew their certificate. Once they have attended and passed their refresher training, the certificate will be renewed for the usual 3 years, although annual refresher training will still be encouraged.

To help improve attendance for recertification courses, the Safety Department are now directly contacting all lifesavers and First Aiders a few months in advance of expiry of their certificates to let them know the course dates.

# Staff Updates

#### **Occupational Health**

Elisa Onuoha has been working with the Occupational Health Department as an Adviser for the last 3 years and will be leaving the College on 30 June.

Elisa will be moving on to work with a healthcare provider, covering OH services for Lewisham Council. We would all like to take this opportunity to thank Elisa for all her hard work and wish her all the best in her new role.

#### **Safety Department**

**Una Sahye** College Genetic Modification Safety Officer is scheduled to return from maternity leave on 19 June.

Ariana Hemara-Wahanui who has been acting Genetic Modification Safety Officer in Una's absence leaves the College on 30 June. We would like to take the opportunity to thank Ariana for the invaluable cover she has provided while Una has been away and wish her all the best for the future. Ariana intends to take some time out for travelling around Europe.

### Sun Care: Advice for Outdoor Workers and Travellers Elisa Onuoha, Occupational Health Adviser

#### **Sun Facts**

There is no doubt that the sun makes us feel good. However, too much sun exposure is harmful.



To get a tan, you need to expose your-self to dangerous amounts of radiation.

Ultraviolet radiation (UVR) is primarily obtained from sunlight but can also be obtained from sun beds and other similar devices.

UVR is divided into three different bands: UVA, UVB and UVC. Virtually all of UVC is filtered out by our atmosphere so none actually reaches the earth's surface. UVA and UVB both reach the earth in significant amounts and can cause us harm.

#### Dangers of sun exposure

#### Short term

- Sunburn: blistering and peeling of the skin
- Sunstroke
- Acute keratitis 'snow blindness'
- Dehydration

#### Long term

- Burning and accelerated/premature ageing of the skin (mainly caused by UVA)
- Development of skin cancers (mainly due to UVB)
- Development of cataracts and glaucoma in the eyes

#### What is skin cancer?

Skin cancer is a tumour or growth of abnormal cells in the skin. Most experts agree that the primary cause of skin cancer is sun exposure. There are three types of skin cancer:

- <u>Actinic Keratosis</u>: appear as rounded, rough, scaly patches on skin that range from flesh coloured to reddish brown.
- <u>Squamous cancer cells</u>: scaly patches or nodules associated with long term exposure to the sun.
- Melanoma: characterised by dark, black or brown patches and may be confused with a mole. They often start small, but grow.

#### Who is at risk?

All individuals, regardless of skin type or tone, are all at risk of developing skin cancers.

As the amount of melanin (natural pigment that protects skin cells) in skin increases, so does the natural protection from sunburn. In general, those with darker skin, especially those with light brown complexions or black skin, have more melanin and can remain in the sun for longer periods. They also have a reduced risk of developing skin cancers. Although the risk of skin cancer may be reduced, it is still important that you protect your skin from the harmful effects of the sun.

Be extra vigilant if you:

- Are an outdoor worker
- Have fair or freckled skin that burns easily
- Red or fair hair and light coloured eyes

 A large number of moles: over 100 in young people or over 50 in older people.

#### How to protect your skin

- Use sunscreen, with a sun protective factor (SPF) of at least 15
- Minimise sun exposure between 10am-3pm
- If you are an outdoor worker, organise your work times so that outdoor tasks can be done early in the morning or late afternoon.
- Seek natural shade in the form of trees/buildings
- Avoid surfaces that can reflect UV light; water, concrete, sand and white painted surfaces.

#### Personal protection

Loosely fitted, unbleached and tightly woven fabrics offer good protection against the effects of the sun. This includes:

- Long-sleeved shirts, long shorts or trousers
- Shirts with a collar to protect neck
- Hats/hard hats with a wide brim or a flap
- Sunglasses
- Lip balm with sunscreen

#### Important tips when using sunscreen

- Apply 20 minutes prior to exposure
- Check the UV index each day and dress accordingly
- Some medications can increase sensitivity to the sun's rays i.e. birth control pills, diuretics, antihistamines, antibiotics and anti depressants (seek further advice from your GP or pharmacist)



- Sunscreens that have an added insect repellent can reduce SPF's by up to one third, therefore use higher SPF's
- Ideally, sunscreen should be used everyday of the year (even when cloudy)
- Following exposure, use a skin moisturiser to prevent skin dryness and peeling.
- Do not store sunscreens to extreme heat as this can effect their protective chemicals
- Be aware of the expiry date as some ingredients may degrade over time
- When purchasing sunglasses, look out for the CE mark and British Standards BS EN 1836:1997, which ensures that they offer a safe level of UV protection.

#### Check your skin

Sunlight has a damaging affect on the skin and over time changes may be noticed. Some of these changes can be early signs of skin cancers and earl melanoma. It is important that you regularly examine your skin, especially your face, neck, shoulders, arms and hands.

Look for changes in the size, shape, colour, or feel of birthmarks, moles and spots. If you find any changes that worry you, see a doctor.

#### **Further Information**

Useful websites for further information on sun care:

www.cancer.org.uk or www.cancerbacup.org.uk

#### **Accidents**

#### Rohini Gowtham, Accident Investigation Officer

# Workplace accidents and insurance - how does it work?

Since this month's FAQ (see opposite page) concerns travel insurance, we thought it appropriate to continue the theme and explain how the College insurance policies work with regard to workplace accidents.

Imperial College holds public and employer's liability insurances in keeping with the requirements of the 1969 *Employers' Liability (Compulsory Insurance) Act* and subsequent legislation. The current policy is held with Zurich Municipal and expires on 31 July 2006, at which time the policy will be renewed for a further 12 months.

The legal liability policy referred to above provides an indemnity to the College in the event that it becomes legally liable to pay costs arising from a personal injury sustained by an employee, student or member of the public. In other words, the policy pays the College's legal and related expenses in the event that legal action is taken against it by a third party. It is important to understand that the nature of legal liability insurance means that it is the **organisation**, rather than the individual, who is "insured" or "covered".

In addition to legal liability insurances, the College arranges worldwide personal accident insurance which applies to staff and students when engaged on defined College business. This policy provides a lump sum benefit of up to £50,000 to insured persons who sustain a permanent disabling injury (including death). The benefits payable vary depending on the severity of disability sustained and whether or not the disabled person is a member of a College pension scheme and has dependent family members. Unlike legal liability insurances, there is no requirement under the terms of the personal accident insurance policy wording to prove that the College was legally responsible for the disablement sustained.

The Safety Department is responsible for investigating accidents and maintaining accident data but is not directly involved in workplace accident insurance claims. Queries about College insurance policies should be directed to:

David Chinn
Insurance and Indemnity Manager
Finance Division
Level 1, Faculty Building
Imperial College London
London SW7 2AZ

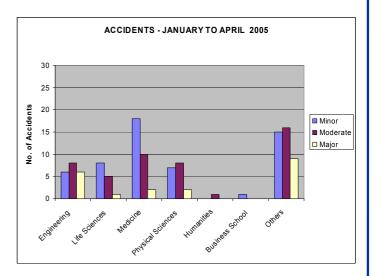
Email: insurance@imperial.ac.uk

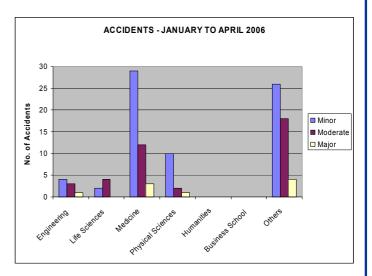
Tel. +44 (0)20 7594 8666 Fax. +44 (0)20 7594 8720

#### **Accident Statistics**

	Jan-April 2005	Jan-April 2006
Total incidents reported to the Safety Department	123	119
Total incidents reported to the Health and Safety Executive in accordance with RIDDOR 1995	4	1

#### Comparison Graphs January to April 2005 vs. 2006





#### Accident rating:

Minor: No treatment required / First Aid.

Moderate: Visit to Occupational Health / GP / Health Centre or A&E.

Major: HSE reportable / Lost time (up to 3 days) / member of public taken to hospital for treatment.

#### **Frequently Asked Question:**

#### Who provides the College travel insurance?

The Imperial College travel insurance policy has been held with AIG Lifeline Plus since 1st April 2006 and is valid until the 31st March 2007. The policy number is 10681853.

#### Who does the policy cover?

The AIG policy is a business travel insurance policy and applies to all persons travelling outside the UK on Imperial College business for trips up to 12 months. The policy can be broken down into four primary benefit types: permanent disability accident benefits; emergency medical benefits; travel cancellation/curtailment; baggage/personal effects

Personal legal liability cover and legal expenses (incurred in pursuing a personal accident claim against a negligent 3rd party) are additional cover benefits.

It is strongly recommended that expeditions to remote areas, where there is a risk of high rescue costs being incurred, be referred to the AIG to ensure that appropriate arrangements are enacted in advance.

#### Are there any exclusions I should be aware of?

Exclusions include claims arising when travelling against the advice of a GP, or from the use of non-prescribed drugs, or as a result of suicide or deliberately self-inflicted injury.

Cover for those aged over 75yrs, or for trips to 'disturbed areas', must be approved in advance by the insurer. Disturbed areas are currently defined as Afghanistan, Chechnya, Iraq, North Korea and Somalia (list subject to change).

#### Does the Policy apply to private holidays?

The policy does not normally apply to private holidays but an exception is made for private holidays (no more than 7 days) which are taken incidental to College business trips.

#### Does the policy apply to family members?

Partners and dependant children accompanying persons travelling overseas on College business are covered under the College policy.

#### How do I make a claim?

You must contact the insurer as soon as possible in cases requiring hospitalisation—contact details are on the cover note. For all other claims, you are encouraged to pay expenses on the spot which will then be reimbursed upon returning to the UK. Claim forms are available from the Insurance Manager.

For further information contact David Chinn (details on opposite page)

#### **HSE Glove Guidance**

The HSE have issued a poster illustrating the step by step technique for the correct removal of gloves. It is available for download in pdf format on the HSE website:

http://hse.gov.uk/pubns/guidance/reusablegloves.pdf



#### **Clinical Waste**



Felix , the College student newspaper, carried a front page article in the edition published on Thursday 18 May concerning unsatisfactory practices for clinical waste disposal observed at the Charing Cross

campus. This matter is currently under investigation by Hammersmith Hospitals NHS Trust who operate the contract for clinical waste disposal on this site.

As the College also utilise the disposal service, the College Safety Department have scheduled an audit of clinical waste procedures as part of our duty of care as waste producers. This will be carried out with the assistance of the Estates Division and the results of the audit will be published in due course.



#### Contact Details

#### **Occupational Health**

Level 4 Sherfield Building South Kensington London SW7 2AZ

**PHONE:** 

0207 594 9401

**FAX:** 

0207 594 9407

E-MAIL:

occhealth@imperial.ac.uk

**WEBSITE:** 

www.imperial.ac.uk/ occhealth/

#### **Safety Department**

8 Prince's Gardens South Kensington London SW7 2AZ

**PHONE:** 

020 7594 9423

FAX:

020 7594 9424

E-MAIL:

safetydept@imperial.ac.uk

**WEBSITE:** 

www.imperial.ac.uk /spectrum/safety/

> If you have any comments or suggestions for inclusion in future Newsletters please contact the editors:

Dougie Mason Occupational Health douglas.mason @imperial.ac.uk

or

John Luke Safety Department j.luke@imperial.ac.uk

#### **Training**

Informative, interactive, interesting and effective Hopefully, this will have been your experience as a participant on the wide range of health and safety education and training opportunities available at Imperial. Currently much of our programme is provided through taught courses with participant involvement. Tutors are members of the Safety Department, Occupational Health and external specialists where appropriate. Many Departments and Divisions provide local induction, particularly in the autumn term and on a one-to-one or small group basis during the rest of the year. Some assessors in, for example, manual handling also provide local sessions and on-thejob training. Standard operating procedures in areas, such as pipetting techniques and centrifugation are also disseminated locally.

In conjunction with Staff Development, we are moving towards offering Training the Trainers sessions starting with Biological Safety Officers and as discussed at their recent forum to deliver biological safety courses locally. Such training includes: how people learn; choosing appropriate training and learning activities; structuring sessions which encourage maximum participation and maintain interest; designing and delivering short

Christine Wright, Assistant Safety Director

training sessions; giving and receiving feedback and building evaluation into training sessions.

Information/presentation packages will be provided on:

- Introduction to Biological Safety Module 1 (Risk assessment and control in the microbiological laboratory)
- Biological Safety Module 2 (Transport of infectious substances and clinical specimens)
- Biological Safety Module 3 (Genetic Modification)

and knowledge will be checked by tests administered by the Biological Safety Officers. The aim is to ensure the competence of all staff and postgraduate students in this field. The biological team in the Safety Department will continue to provide and develop specialist sessions.

To complement and supplement existing training sessions, we are looking into the world of e-learning which ensures learner involvement and is always available at a time and place convenient to the learner. Commercial safety packages are produced already on such diverse and relevant topics as: fire/ food/ computers/ risk/ manual handling/ working at heights/ first aid/ chemicals/ induction/ office/ management – so watch this space. This learning format also provides an auditable trail.

# Training Schedule & Events

Below is a selection of forthcoming courses. The complete list for this term is too comprehensive to include here—please consult the training programme link for the entire range: https://www.imperial.ac.uk/spectrum/safety/services/training/courses/index.htm

https://www.imperial.ac.uk/spectrum/safety/services/training/courses/index.htm					
June 2006		July 2006			
Safety, Health & Radiation Users Group (SHRUG) (SK)	14th	Safety Induction (Office & General) (SK)	3rd		
Co-ordinator and Assessor Updates (SK) (jointly with Occupational Health)	15th	Radiation Protection (SK)	5th		
Fire Safety (Royal Brompton)	21st	Food Hygiene (SK) (Occupational Health)	6th		
Laser Safety (SK)	28th	CIEH Foundation Certificate (SK)	11th		
Computer Health & Safety—Users and Assessors (SK) (Occupational Health)	29th	Safety Induction (Laboratory) (SK)	17th		

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