

Imperial College  
London

# Health & Safety Matters

BIANNUAL NEWSLETTER OF SAFETY  
AND OCCUPATIONAL HEALTH



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**Welcome to the new  
look newsletter**



# Welcome to the **new look** newsletter

**Surrinder Johal, College Safety Director**



Firstly, in this edition we would like to take the opportunity to thank our Provost, Professor James Stirling, for the tremendous support and encouragement that he has provided to the management of health & safety across the College. Without his support and that of the Provost Board some of the new safety initiatives would not have been as successful.

Over the last year there has been a strong focus on raising the profile of safety leadership and near miss reporting. The leadership training, provided by lawyers Eversheds Sutherland has been well received and continues to be cascaded down the management chain and it will soon be offered as standard training via the Learning and Development Centre. Senior management now routinely participates in safety inspections and lead safety committee meetings and are making safety leadership more visible. Local management is increasingly receptive to safety concerns and are proactively following through actions.

The improvements in safety are also evident from the high calibre of nominations for the Provost's award; there have been excellent safety improvement ideas implemented at both individual and collaborative level. The standard of nominations were so impressive that this year two team awards have been presented and a number of nominations were highly commended (see page 12).

Over the next few months we will be focussing on accident and incident investigation and developing a new app to enable easier reporting of near miss incidents. We will also be starting our discussions on safety culture and if you would like to participate in the group forums please contact me directly at [s.johal@imperial.ac.uk](mailto:s.johal@imperial.ac.uk).

The College is clearly working towards its strategic goal to 'achieve the highest standards of safety'

## **Safety Department on Twitter**

The Safety Department has a Twitter account and the live feed can now be viewed on the front page of the Safety Department website.

We welcome more followers and we will look towards keeping our feed fun and interesting.

Sarah Joomun manages our account and we have a group of dedicated tweeters.

....@ICLSafety



# Introducing new faces to Imperial

In this edition, we welcome 3 new staff members to the team: Gwen Mott and Alistair Lee to the Safety Department and Anna Stern to the Occupational Health team.

The Safety Department welcomed Gwen Mott who joined the team on 4 December 2017 as Radiation Protection Officer (RPO).



**Gwen** worked previously at University College London as their Assistant RPO, and before that as a Radioactive Substances Inspector with the Environment Agency where she also formed part of the Contaminated Land team.



In the dim and distant past she studied Geology from which she retains a fondness for rocks & minerals.

**Alastair Lee** joined the Safety Department on 30 October 2017 as Head of Business Continuity. Al previously worked at Virgin Media where he was responsible for meeting the business continuity requirements of ISO 27001, CAS (T) and ISO 20000 certifications. Al will continue to develop our existing crisis management plans and support the Faculties with business continuity planning to ensure we are able to deliver our critical activities at acceptable levels following a disruptive incident.



**Anna Stern** joins the Occupational Health team following the retirement of Alan Swann, who set up the department and ran it since its inception. Anna has a wide range of experience, and has worked in both NHS and industry occupational health, and has provided occupational physician services to academic and research institutes. Her experience includes advising on medical fitness to practice issues, complex mental health conditions, the effects of physical and mental health symptoms on work, and the effects of work on health, as well as advising on the medical aspects of hazards at work. She looks forward to meeting many of you, and discovering more about the cutting-edge people and projects of Imperial.



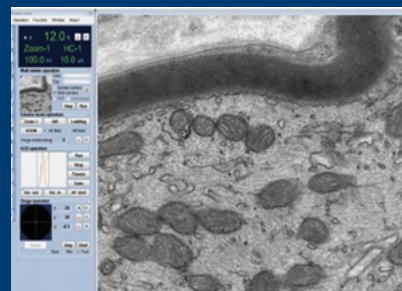
**“See page 7 for a more informal introduction to Alastair and find out what makes him tick”**

## SAFETY Snippets

**Do you use uranyl acetate for staining Electron Microscopy samples?**



**There are now non-radioactive and non-toxic alternatives you might be able to use. Additionally they do not require reporting under Euratom Safeguards.**



A small number of alternative Transmission Electron Microscopy stains have been developed since the use of uranyl acetate was banned in France. They are generally used with the same protocols as you would before.

[www.agarscientific.com/uranyl-acetate-alternative.html](http://www.agarscientific.com/uranyl-acetate-alternative.html) is the College approved provider.

Email Gwen Mott [g.mott@imperial.ac.uk](mailto:g.mott@imperial.ac.uk) if you are interested in more information.

# Why the last piece of the puzzle?

As part of managing health and safety within the College we must identify hazards and control risks in the workplace. To do this we need to think about what might cause harm to people and decide whether we are taking reasonable steps to prevent that harm.



Personal protective equipment (PPE) plays a vital role in many processes across the College for many reasons, some of which we will address later. However in the first instance we want to start with the rationale behind controlling risk before we arrive at the decision to use PPE in our daily tasks.

Regulation 3 of the Management of Health and Safety at Work Regulations and The Control of Substances Hazardous to Health (COSHH) Regulations ask us to consider the hierarchy of control process by conducting a risk assessment. Controlling exposure to hazards forms an important part of any good risk assessment. The process for doing this can be split into two main phases.

Firstly, let's start with the three R's.

**REMOVE** – Can we remove the hazardous material altogether from our process?

**REPLACE** – Can we replace the hazardous material with something safer?

**REDUCE** – If none of the above are feasible can we reduce the amount we need to use?



Having confirmed we need to use our hazardous material we must consider whether we are using the material in its safest form. Generally we would choose liquid over solid and large solid over fine powder in chemical processes. With biological materials we would consider pathogenicity and the possibility of using attenuated strains.

We can now move on to the second phase.

We now need to consider the environmental controls we can use to separate the hazardous material from the user. This can be large scale physical separation - using a separate room where no one else can work or more simply by using a clearly marked area where others not involved in the process cannot enter. We should also prevent release into the environment at large by using a mechanical solution like local exhaust ventilation to keep the hazardous material contained.

Finally we need to consider PPE as the last resort...

**...or the last piece of the puzzle.**

PPE is just that, it's personal and as such protects only the user and so it doesn't protect those around the user nor the environment. As we've read above these are key steps within the hierarchy of control of exposure and after these other environmental methods of protection have been considered we use PPE as the last line of personal defence.

At this point, we need to go back to the issue of PPE for protecting what



you are working with. In these cases the user will choose for example to wear gloves to protect the integrity of what they are handling. This is common practice in areas such as biotechnology and catering.

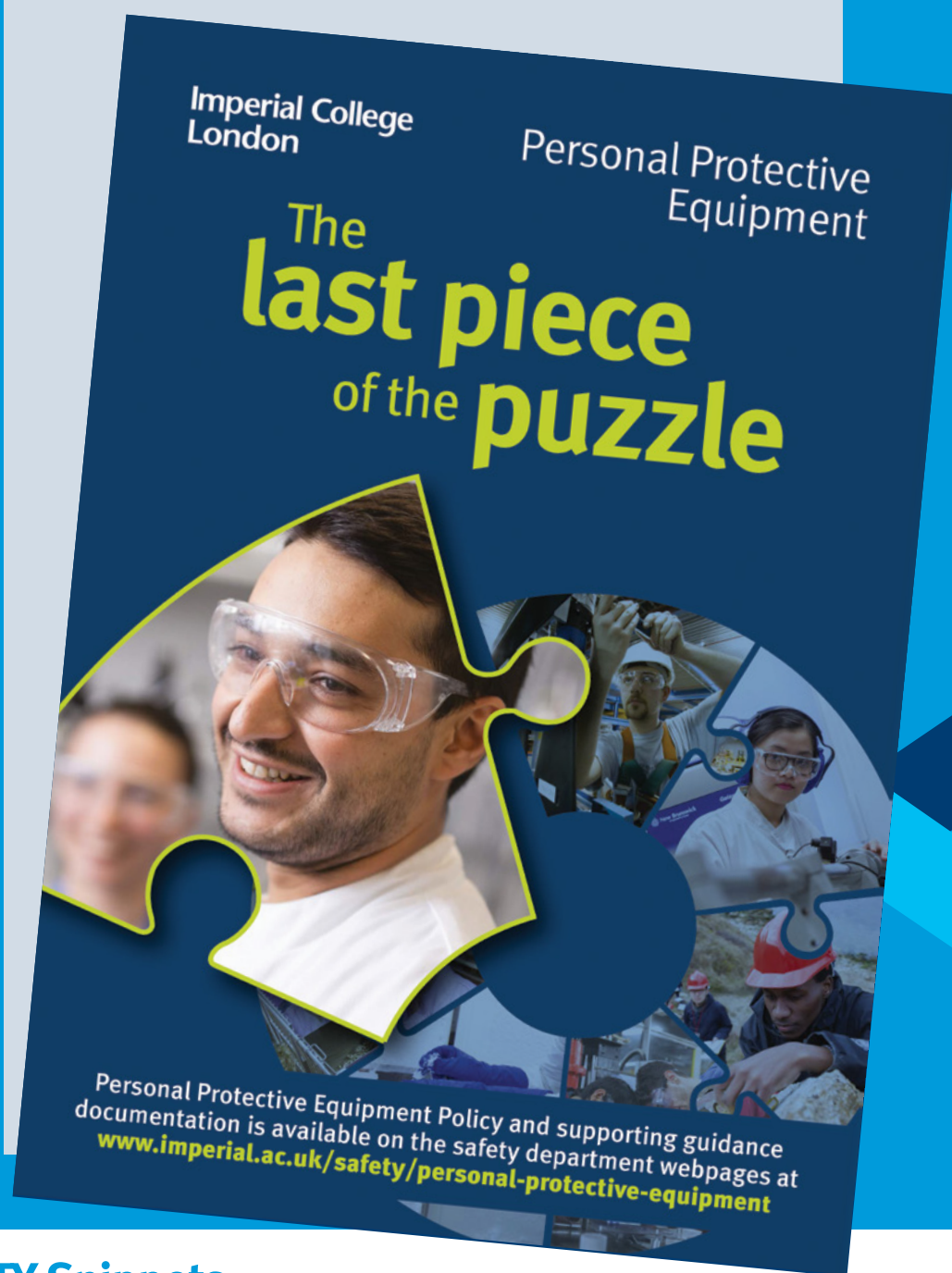
In some cases many forms of PPE are worn as preventative protection and as a means of identifying that you are working in a specially designated area which is not open to the general public. This applies for example to building sites, food preparation areas and clean rooms.

Once you have identified that PPE is required you must carefully select the appropriate recognised and recommended PPE for the task. Any PPE you are issued with by your employer must be cared for and maintained by the individual to whom it belongs.

Further guidance on this and the College Code of Practice on PPE can be found on our webpages at

[www.imperial.ac.uk/safety/personal-protective-equipment](http://www.imperial.ac.uk/safety/personal-protective-equipment).





## SAFETY Snippets



### Guidelines to aid researchers segregate their chemicals.

This guidance is aimed at segregating chemicals which generate a significant hazard when stored together. This hazard may be through either reaction with other chemicals they are stored with, or propagation hazards arising in the event of a fire or other emergency scenario.

Further detailed information can be found at [www.imperial.ac.uk/safety/safety-by-topic/laboratory-safety/chemical-safety/chemical-segregation/](http://www.imperial.ac.uk/safety/safety-by-topic/laboratory-safety/chemical-safety/chemical-segregation/)

# The new Ionising Radiation Regulations (IRR17)

STATUTORY INSTRUMENTS

2017 No. 1075

HEALTH AND SAFETY

The Ionising Radiations Regulations 2017

Made - - - 27th November 2017  
Laid before Parliament 30th November 2017  
Coming into force - - 1st January 2018



**Ionising radiations are used widely within Imperial and many readers will be aware that new Ionising Radiation Regulations (IRR17) came in to force this year.**

**So what does this mean for the College?**

Any enquiries relating to the new regulation or other radiation protection matters may be raised with your local Radiation Protection Supervisor or a member of the Safety Department's radiation protection team.

The Ionising Radiation Regulations describe in detail what the College must do to work safely with ionising radiations. The regulations apply to all workplaces where radioactive substances and electrical equipment emitting ionising radiation (e.g. X-ray generators) are used. Fundamentally, the regulations require employers to keep exposure to ionising radiations as low as reasonably practicable (ALARP). Exposures must not exceed specified dose limits and restriction of exposure should be achieved first by means of engineering control and design features. Where this is not reasonably practicable, employers are required to introduce safe systems of work and to only rely on the provision of personal protective equipment as a last resort.

## **Why have the Regulations been revised?**

The updated regulations represent the UK implementation of the EU Basic Safety Standards Directive (BSSD) for radiological protection. The fundamentals of radiation protection have not changed, nor has the way we work. However, the new regulations update and clarify the existing regulations and achieve more consistency with other regulations, such as the Environmental Permitting Regulations.

## **How have the Regulations changed?**

The changes are largely administrative, although a number of minor technical changes have also been made. The most significant change relates to the mechanism for gaining HSE approval to work with ionising radiations. This has involved the introduction of a graded system

of Notification (limited quantities of radioactive materials), Registration (radiation generators) and Consenting (injecting radioactive materials, High Activity Sealed Sources). The application process, completed in January 2018, required the College to make a number of statements of compliance (for example that work has been risk assessed, personnel have been trained and that exposure is ALARP).

The regulations are more prescriptive in relation to the arrangements for managing workers who work at another employer's premises – a common occurrence at Imperial due to our extensive national and international collaborations. In this respect, the College needs to be fully satisfied that work carried out at nonImperial sites is adequately controlled and that all exposures are ALARP.

Other notable changes include the reduction of the dose limit for the lens of the eye (down from 150 mSv to 20 mSv), and need to consider the exposure of members of the public as part of the risk assessment process.

## **What more do we need to do?**

A review of the College's radiation safety management system is currently in progress to incorporate the requirements of the new regulations. This will include a number of general improvements as well as revised guidance in areas where technical and administrative changes have been made.

As local documentation, such as Local Rules, may make reference to the regulations, these should be to updated to ensure all references are current and correct.

# Getting to know you – staff spotlight



**Where were you born?** Bath.

**Where did you study?** Dundee University, Kent University and Coventry University.

**Where do you live?**

I recently moved to Croydon where I live with my wife.

**Describe your work in general and what you are currently working on.**

My work focusses on how to manage significant disruptive incidents and continue the delivery of services by alternate means when a resource is unavailable. I'm currently working on crisis management planning and rolling out business continuity workshops across a number of departments.

**What aspect of your job excites you most?**

There's nothing better than working together with stakeholders and developing a business continuity plan altogether. When you see every-one chip in and a plan takes shape, when you can see how it is going to work, that's a great feeling.

**What are your hobbies?** I love DIY, any excuse to get the tools out and fix something.



**What book would you recommend taking on holiday?** A survival guide depending on the location.

**What phone app would you recommend?**

HQ. There's a live quiz at 9pm every day which includes 12 multiple choice questions. My wife and I really enjoy doing this in the evening.

**Describe yourself in three words.**

Enthusiastic, Dedicated, Optimistic.

**What would be your Desert Island Disc?**

George Strait It Just Comes Natural. I'm a country music fan.



**Do you have a funny, or interesting, or embarrassing story you can share?**

My folks used to live in Washington State and we all got to experience the aftermath of a hurricane. It was winter time (-16c) and we had no power for 10 days. It was an interesting time, the community was incredible. One mistake I made, which I'll never make again, is when a tree has fallen and the roots are out the ground – best to get a professional to remove it! If you use a chainsaw to cut the trunk, the roots are so heavy the remaining part of the trunk will flip up really quickly and stand back up. I was helping a neighbour and it only just missed my head when it did this.

**Do you have pets?** No.

**Who would you like to be for a day?**

My Grandad, he was a carpenter and was always laughing. I wish I knew how he made some of the projects he did and even if I couldn't figure it out, I'm sure it would be a day full of laughter.

**What are the little things in life that make your day better?**

The first latte during the working week, walking to the tram (for my commute) with a clear blue sky and sun. Reading my Dilbert calendar.



As mentioned earlier our new Head of Business Continuity Alastair Lee agreed to answer a series of questions to allow us into his inner sanctum...

...here are some of his answers.

**When you were young, what did you want to be when you grew up?** To be honest I had no idea and my mind used to change frequently. For a time, I wanted to be a fire officer.

**What would be your superpower?**

Would love to have a photographic memory so I could learn at a much faster rate.

**What's your perfect day?** Waking up reasonably early with my wife, having a great breakfast together with a cup of coffee and cracking on with a DIY project where I get to use as many tools as possible.

**Share a fascinating fact.** Some of the big spiders in South Australia, such as the Huntsman, aren't particularly dangerous. There's a few small ones though you really have to look out for!



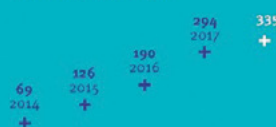
# Mental Health First Aid

Our Mental Health First Aid (MHFA) courses teach people to identify common symptoms of mental health issues, offer first line help and guide a person towards support.

## OUR GROWTH

Our community has embraced this initiative since 2013. Participation has boomed.

## MHFAiders trained



**1:100**

We now have one MHFAider per 100 members of College

2020 TARGET 1:50

## MHFA LITE

A half-day session to raise awareness, bust stigma and challenge taboos around mental ill health. 260 people have gained this enhanced awareness.

## IMPROVING OUR GENDER RATIO

Our team are working to address the gender imbalance by running training courses targeted at men



## INVESTMENT + SUPPORT

Seven in-house instructors support the MHFA community  
Connect + Share termly meeting  
Imperial social networking group for peer-to-peer support

Find out more:

[imperial.ac.uk/health-and-wellbeing/mental-health](http://imperial.ac.uk/health-and-wellbeing/mental-health)

## Occupational Health Department Webpages

The Occupational Health Department webpages contain useful information that is easily accessible and is provided to support a safe and healthy workplace.

These pages help us to show our commitment to supporting a safe and healthy workplace, working together to promote a culture where physical and psychological health of staff, students and others involved in the College is respected, protected and improved whilst at work.

[www.imperial.ac.uk/human-resources/about-us/occupational-health/](http://www.imperial.ac.uk/human-resources/about-us/occupational-health/)

## Mental Health Webpages

Your mental health is as important as your physical health. Promoting good mental health and wellbeing can help you feel empowered and more resilient to cope with life's stresses.

[www.imperial.ac.uk/health-and-wellbeing/mental-health/](http://www.imperial.ac.uk/health-and-wellbeing/mental-health/)



# Mental Health Awareness

**Your mental health is as important as your physical health. College have been training staff to give assistance to those in need.**

Mental health is a normal part of life. In any year, one in four of us will experience a mental health issue. But stigma means that many of us have a limited understanding of how to look after our own mental health and that of the people around us.

Mental Health First Aid (MHFA) training aims to increase confidence in talking openly and honestly about mental health. It also motivates us to play a part in supporting our own wellbeing and those around us. In normalising difficult experiences of mental ill health, it helps us support each other coping and demonstrate empathy. MHFA isn't just about how to help others, but also about our own resilience – learning to listen to ourselves and one another connects us to the idea of hope.

MHFA training courses were first developed in Australia in 2000. In the years since, it has evolved into a global movement extending across 24 countries. Over two million people have been trained in MHFA skills worldwide. MHFA came to England in 2007 and was initially launched under the Department of Health as part of a national approach to improving public mental health.

The college has been delivering MHFA courses for over 4 years, in the process we have trained over 300 staff members.

We have coverage across all Imperial College London campuses, MHFAiders wear a bright green lanyard and are featured on departmental First Aid notices. There is also a contact list in this webpage: [www.imperial.ac.uk/health-and-wellbeing/mental-health/mental-health-first-aid](http://www.imperial.ac.uk/health-and-wellbeing/mental-health/mental-health-first-aid)

A MHFAider will provide you with a safe space to start a confidential conversation about your mental health and signpost you to the most appropriate support. MHFAiders are trained to listen, reassure and respond, even in a crisis – and can potentially avert a crisis from happening. They can do this by recognising warning signs, and they have the skills and confidence to approach and support someone experiencing mental ill-health. MHFAiders also have a role in supporting positive wellbeing and tackling stigma.



## HEALTH Snippets

**MHFA is a global community, using evidence based training to increase mental health literacy.**

Mental Health First Aid was created in 2001 by Betty Kitchener, a nurse specialising in health education, and Anthony Jorm, a mental health literacy professor.

Mental Health First Aiders are trained to:

- Recognise the symptoms of mental ill health
- Provide **initial** help
- Guide the person towards appropriate professional help
- Be mindful of their own wellbeing



# Accounting for radioactive material

A recent event, resulting in the notification of the Environment Agency, has led to the refinement of the College's processes for the accountancy of radioactive substances.

## HEALTH Snippets

**Do you use rosin (also called colophony) as a flux for electronics soldering ?**



Prolonged, continual exposure to fumes from heated rosin is known to cause allergies. Colophony is well recognised as a skin sensitiser and is also a significant cause of occupational asthma. There is no blood test to determine if or when or how much you were exposed to colophony.



A guide to help you identify whether your solder or flux contains rosin is available on the Safety Department webpages [www.imperial.ac.uk/safety/safety-by-topic/soldering/](http://www.imperial.ac.uk/safety/safety-by-topic/soldering/)

Radioactive substances are used for a variety of applications across the College. Where such substances are kept and used, Regulations (notably the Ionising Radiations Regulations 2017 and the Environmental Permitting Regulations 2016), require them to be stored suitably and securely as well as accounted for at all stages of their life cycle. To this end, the College has a management system to help users ensure that radioactive substances are correctly kept, used and accounted for. The College's arrangements may be found at:

[www.imperial.ac.uk/safety/safety-by-topic/laboratory-safety/ionising-radiation-safety/](http://www.imperial.ac.uk/safety/safety-by-topic/laboratory-safety/ionising-radiation-safety/)



When accounting for radioactive substances, particular care needs to be taken when they are unused for a period of time or where the custodian leaves College. Accountancy anomalies can often be interpreted as loss or theft of material. Under these circumstances, following an initial internal investigation, a Regulator (and the Police) may need to be informed. Following just such a recent event within the College, several learning points were identified.



Departments keeping and using radioactive substances must ensure suitable local arrangements are in place which:

- Ensure that Radiation Protection Supervisors (RPSs) carry out regular muster checks and audits of all radioactive substances being stored, and correlate these with "TAD" record sheets. A record of such checks should also be made and kept.
- Ensure robust procedures are in place for the handover of both paper and electronic records when staff and/or RPSs leave College.

In addition to the above points, all radioactive holdings will be verified during annual Safety Department inspections as well as being subject to occasional spot checks. Collectively, these additional procedures will assist in preventing future anomalies.

For more information, please contact the **Safety Department - radiation.** [protection@imperial.ac.uk](mailto:protection@imperial.ac.uk)



# International Collaboration on University Safety

The College is one of the lead partners of the International Collaboration on University Safety and works closely with the University of California Center for Laboratory Safety. The Chancellor, Gene Block, and other colleagues from the University of California, Los Angeles (UCLA) took part in Imperial's 2017 safety seminar on Behavioral Safety.

Recently, Surrinder Johal was invited to represent Imperial at the 2018 Laboratory Safety Workshop: Hazard & Risk Management in the Laboratory; which was organised by the University of California Center for Laboratory Safety and hosted by Northwestern University in Chicago. This is a closed workshop and attendees included

Faculty, Researchers, Students and Environment, Health & Safety Professionals. The main topics of discussion were safety culture, implementing change, risk management, dealing with the unknown, and safety for graduating scientists. There were also some excellent student led safety initiatives.

One of the interesting outcomes was the realisation that even with different cultures and legislations, all universities across the USA encounter the exact same issues as UK universities and that there remains a gap between university safety practices and those of industry. Learning outcomes included engagement, ownership and leadership influence.

## Notes for the diary

### College Safety Forum

The College Safety Forum is held twice a year, usually in June and December. This exciting and interesting event is open to all safety personnel and those who have an interest in safety or have safety as part of their role within the College. Please contact **Sangita Kerai** [s.kerai@imperial.ac.uk](mailto:s.kerai@imperial.ac.uk) for further details.



### Back to Nature

Nature lovers are sure to be in their element from July 23rd to the 29th, as this is when National Parks Week 2018 will be celebrated in the United Kingdom. All of the fifteen large and lovely national parks that are scattered throughout the United Kingdom will be joining in the fun with a series of special events. More information can be found at [www.nationalparks.gov.uk/visiting/national-parks-week](http://www.nationalparks.gov.uk/visiting/national-parks-week)

## What's your Sleep Score?



Imperial is launching Sleepio, thanks to London's NHS Digital Mental Wellbeing Service. Sleepio helps you learn proven techniques to fall asleep faster and stay asleep through the night. To discover your personal Sleep Score and how to improve it visit: [www.imperial.ac.uk/health-and-wellbeing/sleepio](http://www.imperial.ac.uk/health-and-wellbeing/sleepio)

In 1 minute, you'll get your sleep report and personalised sleep advice. Sign up for Sleepio's online sleep improvement programme based on Cognitive Behavioural Therapy (CBT). It is backed by gold standard clinical trials, and has been positively evaluated by NICE. Sleepio is free to access for all staff and students.



# Provost's Award for Excellence in Safety

The results are in and Imperial staff are honoured for their work to create a positive “culture of safety”. Elizabeth Nixon reports...

Outstanding teams and individuals have been recognised by the Provost for the significant improvements they have made to health and safety. Between them winners of this year's Provost's Awards for Excellence in Health and Safety have introduced annual inspections in the NHLI, a new approach to managing nanofabrication labs in the Department of Physics, and given more responsibility to postdocs in the Department of Materials.

Imperial's Provost Professor James Stirling said: “As a College we are committed to the highest possible

standards of health and safety. But excellence in safety is something that cannot be achieved from the top down – it's about creating a culture of safety within the institution. These awards recognise the contribution to this culture from so many staff from right across the College.”

## Safety on a small scale

David Mack, a Nanofabrication Technician from the Department of Physics, was awarded this year's individual award. David manages several nanofabrication labs,

which are used to design and create structures and devices on the scale of nanometres – millions of a millimetre. Unlike most labs in the department, the nanofabrication labs use hazardous

chemicals for this work. David brought in an online system to catalogue these chemicals, which enables lab users to keep track of what is in stock and to dispose of chemicals safely once they reach their use-by date.

David has also introduced a standardised approach to training and induction procedures for staff and students who are new to working in the labs. He said: “I'm aiming to get to a point where academics are considering health and safety right at the beginning of the process, when they're just starting to design a new experiment. I want to cut out unnecessary paperwork for researchers, and just focus on activities like risk assessments that will have the most impact.”

## Team Effort

Gareth Hyde is the NHLI's Safety and Technical Services Coordinator, and a member of the department's Health and Safety Compliance Team. Bringing together technicians from across the four campuses where NHLI labs are







based, the team runs annual lab inspections to maintain and improve standards and share best practice. The inspection process is collaborative rather than critical, and offers research groups the opportunity to ask questions and learn from the successes of other areas.

Gareth said: **“It is very much a team effort – and not just the compliance team, but also all the academic and research staff in the NHLI who are willing to engage with us and work together to improve standards.”**

### Hands-on experience

Dr Ben Britton is a Senior Lecturer in the Department of Materials, and member of the Engineering Alloys research theme. This theme includes six different research groups, who share two lab spaces. One of the changes they have made to improve the approach to health and safety

is to give more responsibility and control to the postdocs in the group, as these are the staff who have the most hands-on experience. Postdocs from across the different research groups are part of a working group who meet to share best practice, as well as developing new processes to be followed by everyone in the theme. In line with this recognition of on the ground expertise, Ben Wood, the lab technician for the theme, is now a key decision-maker on issues relating to lab management and health and safety.

Dr Britton said: **“We wanted to change the culture so that everyone felt ownership and responsibility for our shared spaces. The changes we’ve made have broken down barriers between the research groups and enabled us to work together in a more unified way.”**



## SAFETY Snippets



### The new version of the lone working form and Code of Practice was launched in November of last year.

The online form, previously hosted on SharePoint, has now moved onto the Colleges' My Imperial system.

The new system allows Safety Officers more scope to interrogate the approval process, to request changes to the application form and to control who should have approval. It also sends reminders to approve applications and notifies the applicant when they need to reapply before their consent for lone work expires. The system is available to College staff only however, if you are unable to log on or use the system you can raise an ASK request with ICT to look into this issue.

The system and further information can be found here [www.imperial.ac.uk/safety/safety-by-topic/lone-working/](http://www.imperial.ac.uk/safety/safety-by-topic/lone-working/)

# Learning and Development

## Safety Department Webpages

The Safety Department has been working hard on revamping and updating our webpages making it easier to find the information you need.

These pages help us to share our knowledge and experience with all members of College to support all of our research and business colleagues.

We have endeavoured to make the website more accessible for our visitors by adding quick links to our forms, safety training and our systems for incident reporting and lone working consent. We have also introduced new pages for safety videos, events and new staff safety requirements.

Our Information Systems Officer, Sarah Joomun manages our site, and is on hand to sort out any issues you may have so please get in touch.

[www.imperial.ac.uk/safety](http://www.imperial.ac.uk/safety)

The Learning and Development Centre (LDC) reported to the Health and Safety Consultative Committee on 7 Feb 2018 detailing safety training for the academic year 2016 - 2017.

A total of 7143 participants, comprising staff, postgraduates and external organisations attended safety training programmes. Overall, 4537 accessed through online e-learning compared to 2606 classroom attendees. The LDC reported that a total of 372 First Aiders were trained at the College. Where training gaps were identified LDC organised additional events e.g. First Aid at Work Qualification and Requalification dates for Security Officers to take into account their work rotas and availability.

The LDC has consulted with Health and Safety Training Implementation

Committee about the need to maximise attendance especially First Aid Re-qualification where places are not fully utilised.

The LDC will seek to offer consolidated e-learning + First Aid at Work Qualification over 2 days for the new academic year 2018-19. This will involve mandatory e-learning (replacing 1 day's training) before attending a 2 day class with emphasis on practical skills and assessment. The Health and Safety Executive (HSE) and First Aid Industry Body (FAIB) thinking are now convergent and supportive of blending e-learning. The LDC can offer more classes and maximise places with a combination of both new and existing first aiders learning together. This will effectively incorporate First Aid at Work Requalification.

## Changes to Gas Safety Training



LDC is looking to transition from external Gas Safety online e-learning which is costly, difficult to administer and increasingly dated to an in-house blended e-learning solution based on the College's Code of Practice (COP) on Liquid Nitrogen and Compressed Gases. This will save approximately

£20,000 in projected costs for 2018 - 19 which can be invested back in the safety training programme to address training gaps. This change will take effect from 1 September 2018 however the current trainer Peter Broughton (WORKSAFE GB Limited) will continue to deliver the practical Cryogenic and Compressed Gases classes at the College.





# What you need to know if you drive for College business



Driving has the potential to cause death or serious injury. It is an activity undertaken for work purposes at Imperial, even if for some this is only on occasion. Managing risks arising from driving for work is the joint responsibility of the College, its employees and students.

The College has recently reviewed its driving at work Code of Practice (CoP) which includes reminders for any person who needs to drive in connection with the business of the College to ensure that their vehicle is road-worthy, legal and appropriately insured. Drivers must also be fully attentive for the duration of their journey and follow the Highway Code.

Updates include additional information on driving licences and a reminder that country-specific driving guidance is available. More information and the CoP can be found at:

[www.imperial.ac.uk/safety/safety-by-topic/driving-on-college-business/](http://www.imperial.ac.uk/safety/safety-by-topic/driving-on-college-business/)

## CONTACT DETAILS

### Occupational Health Service

Level 4, Sherfield Building, South Kensington, London SW7 2AZ

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### Safety Department

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## Call for Contributors

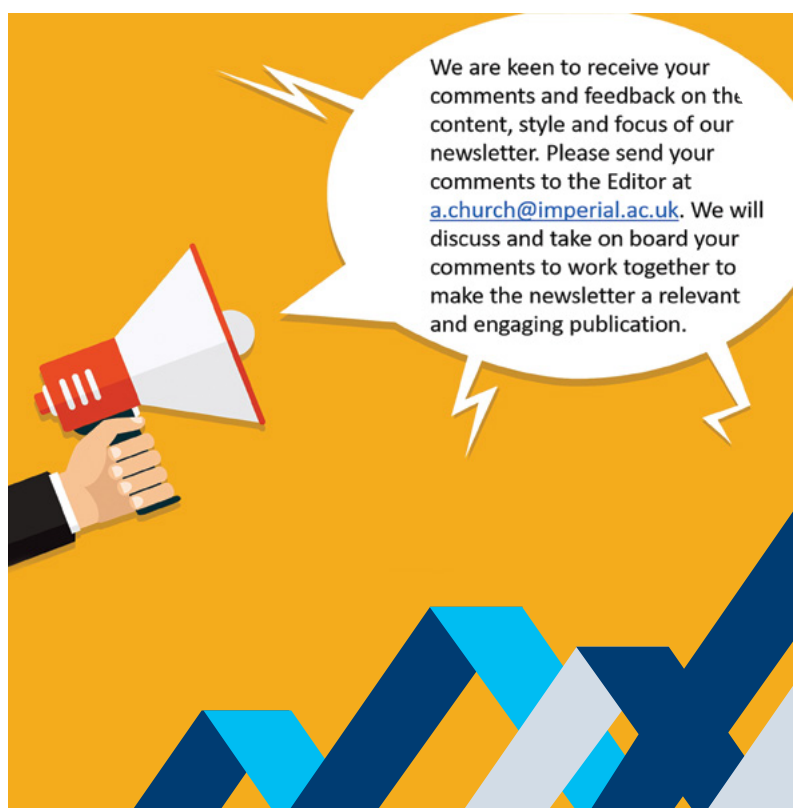
Is there something you are just bursting to share with the College about your Department or group and their safety culture?

Maybe you have a health initiative that is working well within your area that you'd like to promote?

Also, any article that has a health or safety bias that would be appropriate for publication in this newsletter?

Perhaps you'd like to highlight lessons learned from a local incident?

Please send any of these to the Editor at [a.church@imperial.ac.uk](mailto:a.church@imperial.ac.uk) for consideration in an upcoming issue.



We are keen to receive your comments and feedback on the content, style and focus of our newsletter. Please send your comments to the Editor at [a.church@imperial.ac.uk](mailto:a.church@imperial.ac.uk). We will discuss and take on board your comments to work together to make the newsletter a relevant and engaging publication.



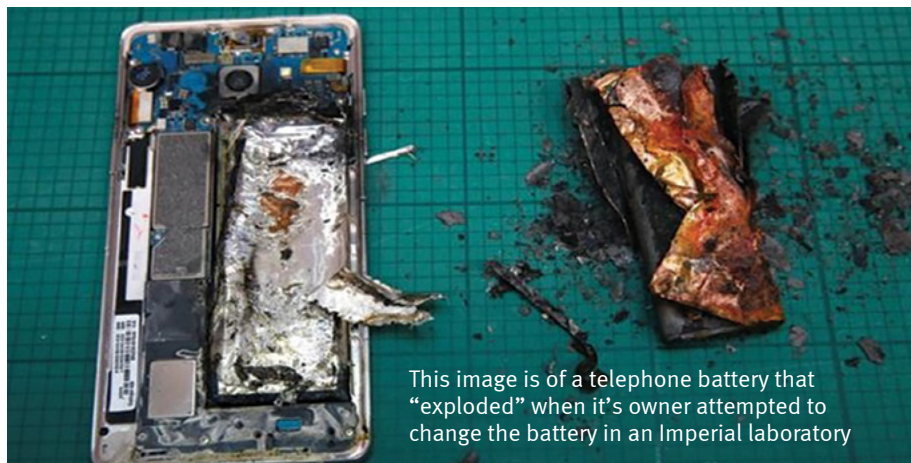
# Lithium battery fires

## LEARNING FROM INCIDENTS

Learning from incidents is an essential element of reactive safety management.

As such, we plan to make this subject a regular feature of future editions of Health & Safety Matters.

This will act as a means of publicising particular cases, and will attempt to focus on those issues that have College-wide implications.



This image is of a telephone battery that “exploded” when it’s owner attempted to change the battery in an Imperial laboratory

The College have now had a few lithium battery fires as a result of students/staff attempting to remove batteries from mobile phones. In every case the phone has been of the type where the battery is not designed to be user serviceable, and without the correct workshop tools and skills, it is very easy to pierce it by mistake – which can then cause the battery temperature to increase rapidly. Since the electrolyte used is not water based, but a lithium salt in a flammable organic solvent like ether, the introduction of air by the piercing can result in a fire or explosion.

Repairs of this kind to personal or College mobiles must not be attempted in laboratory or workshop areas, and we would strongly advise against doing it yourself at home – give it to a professional instead – the small amount of money saved is not worth the risk.

On one occasion recently, a botched attempted repair resulted in the person receiving hospital treatment for injuries sustained in the process.

If your phone is no longer functioning it can be disposed of as an electrical waste item through the WEEE route – details are available

on the College web pages under ‘Waste and Recycling’. Please do not attempt to take them apart to salvage parts, nor dispose of them in general waste bins.

Should anyone needs to remove such lithium batteries as part of a research project, please contact a departmental, campus or faculty safety officer. They will be able to give advice on the correct protocols and control measures to use to perform the process safely.

We are currently in the process of drafting some guidance on all aspects of electrical safety, which will be available in the coming months.

Personal Protective Equipment

The  
**last piece**  
of the **puzzle**



Personal Protective Equipment Policy and supporting guidance documentation is available on the safety department webpages at

[www.imperial.ac.uk/safety/personal-protective-equipment](http://www.imperial.ac.uk/safety/personal-protective-equipment)