

Safetyline 67

H & S UPDATE JULY 2006

The Fire Service has written to the University to state that they are dissatisfied with the level of **false fire alarms** at the Hicks Building, Firth Court, ICOSS and Ranmoor HoR during 2005 and ask us to take appropriate steps to resolve any technical problems with the fire alarm systems and they indicate that they may withdraw their response to these buildings unless a fire is confirmed. We will be following their advice in order to try to avoid the withdrawal of service and ask that you all review your actions to prevent the possibility of causing false alarms. Thanks.

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*Despite the recent decrease in media attention, the threat of a **global flu pandemic** is still real and we should all be taking steps to determine how we could provide services at a time of significant social and economic disruption when up to 25% of staff or students could be absent for up to 3 weeks at any time. A Working Group has been established in Central Services to consider these points and consideration should be given to determine how teaching and learning could continue and how to continue or protect research under these conditions. All Departments should review their Business Continuity Plans in light of this threat of a flu pandemic.*

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A recent audit of Safety Services by Deloitte's also audited whether departments implement the information and advice provided. This showed that some don't always follow advice given during inspections and audits and compliance with some safety aspects, e.g. with the requirements of the **Health and Safety (Display Screen Equipment) Regulations 1992** in particular, is often poor. All departments are expected to have a member of staff trained by Safety Services to be a DSE Trainer / Assessor and to identify those in their departments who are deemed to be DSE "users" - i.e. those who use display screen equipment for around 1-2 hours per day or 10 hours per week. Users must be trained to optimise their workstations and all workstations should be risk assessed and improved to the standards indicated in the *Health and Safety (Display Screen Equipment) Regulations 1992*, if not already to the required standard.

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*Having just increased their customer base, the **PAT testing team** are currently experiencing short term difficulties with one tester having left recently and another being temporarily unavailable. Additional resources are being sought urgently but this will cause difficulties reaching departments due for annual testing. As the electrical integrity testing regime has been in place for a few years, the delay should not increase the risks to staff, but if you have concerns about the electrical safety of equipment due to its age, regular relocation or because it is subject to adverse environmental conditions or significant physical wear, then contact the PAT testing service at [pat.service@sheffield.ac.uk](mailto:pat.service@sheffield.ac.uk) for help.*

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The form for recording the **inspection of safety related features of second hand equipment**, as required by the *Provision and Use of Work Equipment Regulations 1998*, is now on our web site in the Guidance section. You can find it at - www.shef.ac.uk/safety/guidance/puwer6reg.pdf.

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*The "**Safety of Children on University Premises**" guidance document can be found on [www.shef.ac.uk/safety/guidance/childrensafety.pdf](http://www.shef.ac.uk/safety/guidance/childrensafety.pdf). With regard to the other relevant policies mentioned last month, the Accommodation & Campus Services Policy on accommodation for under-18s can be found at [www.shef.ac.uk/housing/policy/18.html](http://www.shef.ac.uk/housing/policy/18.html) and the HR Policy for Children on Work Experience at [www.shef.ac.uk/hr/info/policy/protection-of-children.html](http://www.shef.ac.uk/hr/info/policy/protection-of-children.html).*

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HSE have issued a revised version of their leaflet on the **Workplace (Health, Safety & Welfare) Regulations 1992** covering areas such as lighting, workplace temperatures, workstations and seating, facilities for rest and to eat meals, maintenance etc, which has been updated to incorporate the *Work at Height Regulations 2005*. The leaflet can be obtained on-line at www.hse.gov.uk/pubns/indg244.pdf.