

# Training

In order that you and your staff fully understand the legal and operational requirements of Health and Safety regulations, fire precautions, and business contingency planning, training is a must. It is also a legal requirement.

The following pages contain sample slides from the training presentations available. At only £15 per presentation, these products are a must for any business.

Are you complying with the Law ?

# Principles of Manual Handling



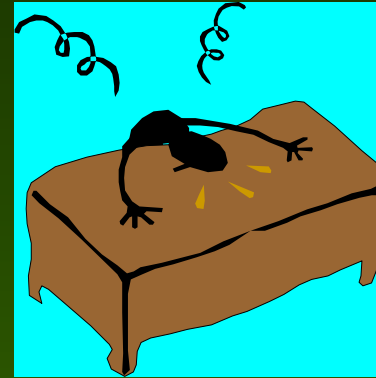
# Agenda

- The facts about work related back pain
- What is Manual Handling
- How the back works - The technical bits

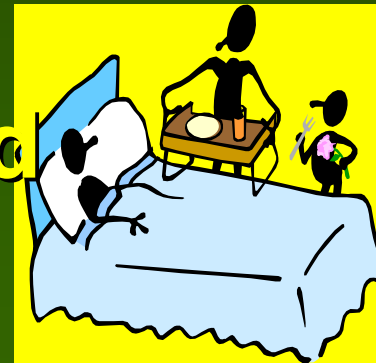
## Break

- The Law
- How much can I lift
- The Correct Technique
- Risk Assessment

# Tackle the Hassle



risk assessment and  
stress

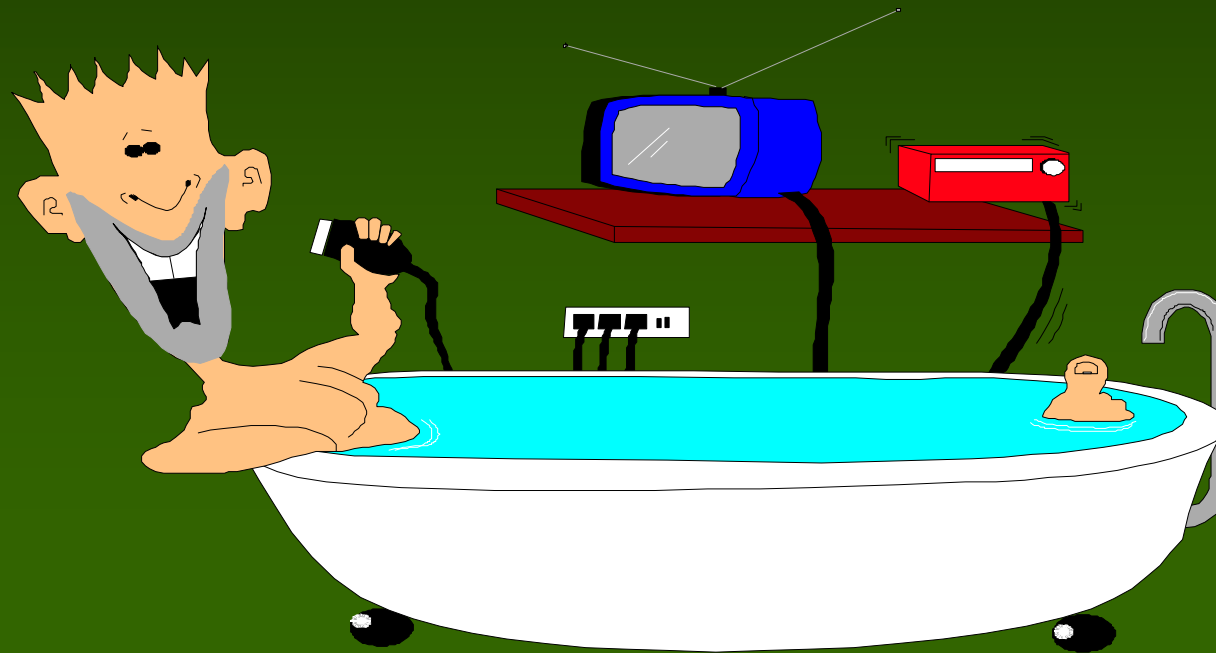


# Controlling Slips and Trips Risks at Work

Courtesy of D.C. Thomson & Co Ltd



# ***ELECTRICAL SAFETY AWARENESS***

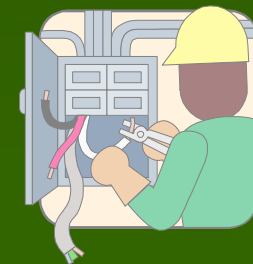


# Objectives

**Course not designed to teach you to work on electrical equipment.**

**You will not be qualified to work on electrical equipment.**

**If you spot problems with electrical equipment you should report it to your supervisor.**



## Objectives

- Be familiar with the fundamental concepts of electricity.
- Be familiar with the effects of electricity on the human body.
- Be able to recognize common electrical hazards.
- Be familiar with electrical protective devices

# *CONTENTS*

- Introduction
- Accident Statistics
- The terminology
- The Law
- Dangers of electricity
- Electrical protection
- Portable electrical equipment
- Danger signs
- Do's & Don't's

# The Disability Discrimination Act 1995

An overview of the requirements of  
Part III of the Act

# Introduction

The Disability Discrimination Act 1995 (DDA) provides for disabled people to have the same legal right to be treated equally to everyone else. That is the right to receive or access goods, services or facilities.

This means that service providers and their staff have to ensure that their business are accessible and that people with disabilities are treated with equal respect, and that their disability does not become a reason for discrimination.

## Definitions of Disability

“Disability is a physical or mental impairment, which has a substantial and long term adverse effect on a person’s ability to carry out normal day-to-day activities.”

DDA 1995

# Fault Tree Analysis

# Fault Tree Analysis

- **Used in both reliability engineering and system safety engineering**
- **Developed in 1961 for US ICBM program**
- **Guide published in 1981**
- **Used in almost every engineering discipline**
- **Not a model of all system or component failures**

# Applying Fault Tree Analysis

- **Postulate top event (fault)**
- **Branch down listing faults in the system that must occur for the top event to occur**
- **Consider sequential and parallel or combinations of faults**
- **Use Boolean algebra to quantify fault tree with event probabilities**
- **Determine probability of top event**

# Accident Investigation

# What is an Accident?

- An unintended happening, mishap.
- Most often an accident is any unplanned event that results in personal injury or in property damage.
- The failure of people, equipment, supplies or surroundings to behave or react as expected causes most accidents.

# Accident Investigation

- Will determine how and why of failures.
- Examine possible corrective action.
- Aid in the accident prevention and elimination of a clearly identified hazard.
- Most important- **Investigation is not intended to place blame.**

# Drug and Alcohol Awareness

# Workplace Issues and Substance Abuse

- Data reported by the General Household Survey and The British Crime Survey indicates that **1** in every **5** workers has an alcohol or drug abuse problem
- At least 70% of those employed admit drug use on the job
- Of the employees aged 18 – 40; 14 – 35% would test positive for illicit drugs on any given day

# Workplace Issues and Substance Abuse

- Absenteeism, increased health care costs and decreased productivity due to alcohol and other substance abuse cost UK companies about £500 per employee each year
- Drug impaired employees function at approximately 67% of their work potential and receive 3 times the average level of sick benefits