



THE UNIVERSITY
of EDINBURGH

Health and Safety Conference
Informatics Forum
Wednesday 16th March 2016



www.ed.ac.uk/health-safety



Programme

- 09:00 am Tea, coffee and registration
- 09:30 am Alastair Reid - Welcome, Introducing the new H&S policy
- 09:50 am Candice Schmid - How the Codes of Practice and Guidance sections of H&S web site will be structured.
- 10:00 am Workshop – group discussion on web site CoP and Guidance structure, with group feedback
- 11:00 am Tea, coffee and information stalls
- 11:30 am Lawrence Dickson - Introduction to Partnership audit programme
Richard Sewell, AON Consulting
Presentation on the findings of the most recent phase of partnership audits
- 12:00 pm Schools perspective:
Eilidh Guild, MRC University Unit for Human Genetics
- example of training record system
Karin Boers, CMVM H&S Manager, WGH
– update on MSc project
Andy Bunting, SSA, School of Engineering
- some thoughts on evaluating risk
- 12:30pm Alastair Reid – closing remarks
- 12:45 pm Lunch and information stalls



THE UNIVERSITY
of EDINBURGH



Introducing the new UoE Health and Safety Policy

(try not to get too excited)



Alastair Reid
Director of Health and Safety

Current H&S Policy structure and format

- Keynote Guide
- Parts 1-8 of the Policy
- Codes of Practice
- Guidance documents
- All at:

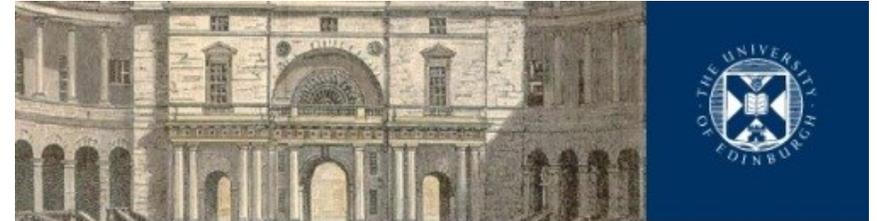
<http://www.ed.ac.uk/schools-departments/health-safety/policy-cop>

The Keynote Guide

Has passed on. It is no more. It has ceased to be. It has expired and gone to meet it's maker.

It's kicked the bucket, it's shuffled off it's mortal coil, it's run down the curtain and joined the bleedin' choir invisibile. It is an ex-Keynote Guide.

© and apologies to Monty Python's Flying Circus



The Keynote Guide
to the Health and Safety Policy

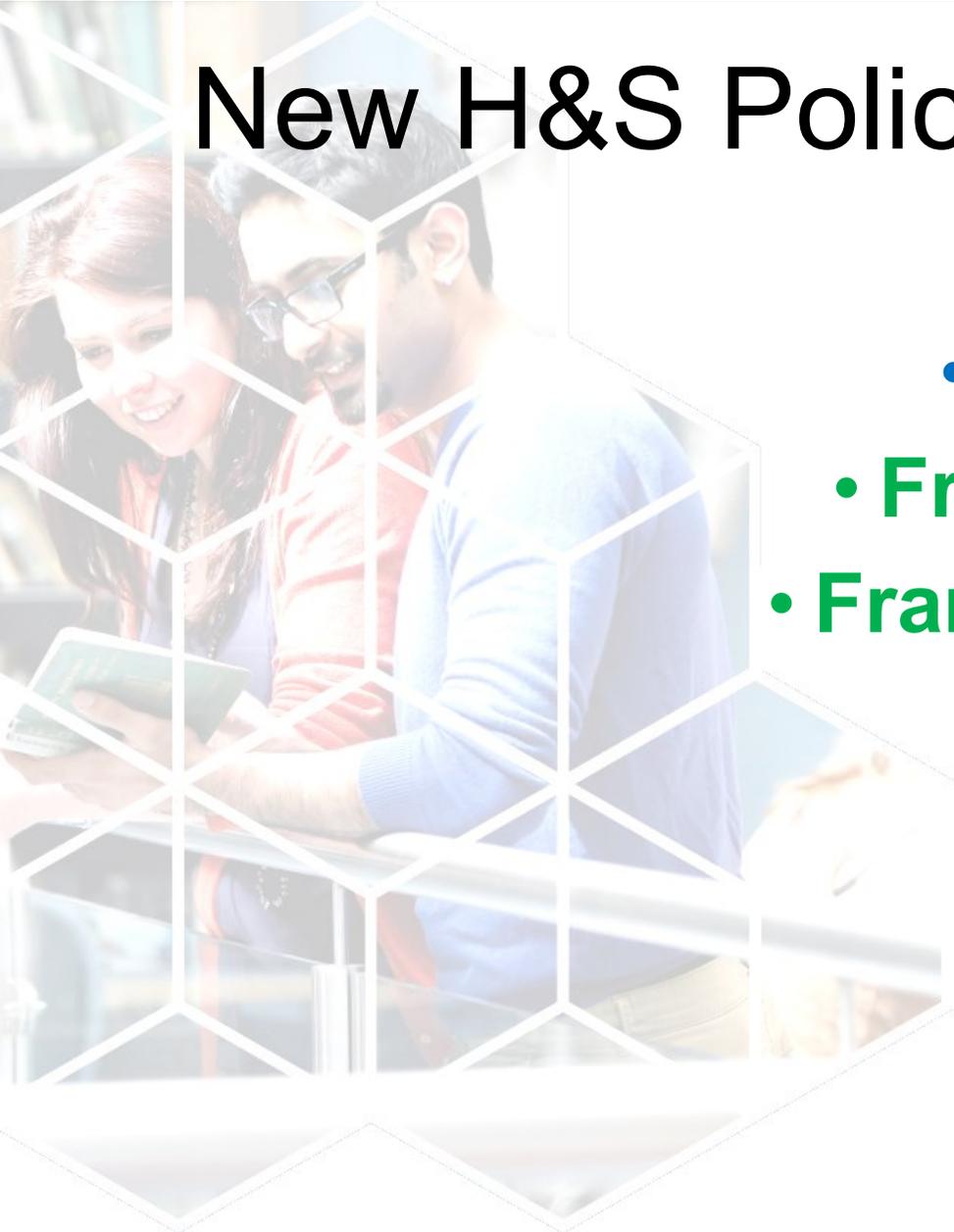
www.safety.ed.ac.uk

Philosophy behind the changes

- Make the Policy and supporting documents clear, concise, succinct and structured
- Make it clear what is Policy, what is supporting Framework, what are Codes of Practice and what is guidance
- Continue with golden copy on the H&S www site, but
- Make the www documents easier to access, navigate and cross-reference

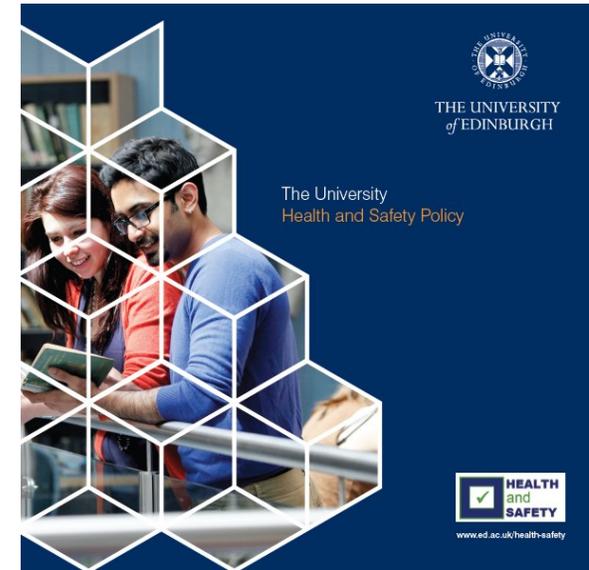
New H&S Policy structure and format

- **Policy Booklet (www and printed)**
- **Framework - Part One: Organisation**
- **Framework – Part Two: Arrangements**
 - **Codes of Practice**
 - **Guidance documents**
- Golden copy on the H&S www site



The New Policy Booklet

- The only printed part of the new structure
- Content updated, but not hugely different
- Designed for use within the UoE and for external recipients
- Changes over time should be minimal, and readily accommodated



The Supporting Framework

- Split into Organisation and Arrangements sections
- Contain updated versions of:
 - the old Part One
 - some of the old Part Two
 - legal/arrangements sections of Parts 3-8
- Signpost to Codes of Practice and Guidance

Codes of Practice & Guidance

- Codes of Practice
 - currently Radiation Protection / Chemical Safety
 - CoPs will be used sparingly
- Guidance documents
 - currently relatively unstructured mass of information
 - grown organically by each Unit of H&SD
- Group exercise
 - what do you want from this tier of guidance?
 - how would you like to see h&s guidance structured?
 - how would you like to access this guidance?

