

## [Information Sheet - Institute of Welfare](#)

### **Health and Safety at Work**

#### **Working Conditions:**

Your health, safety and welfare at work are protected by law. Your employer has a duty under law to ensure, **so far as is reasonably practicable**, your health, safety and welfare at work. You also have responsibilities for your own health, safety and welfare, and that of your colleagues.

#### **Employer's Duty of Care:**

All employers whatever the size of the business must:-

- Make the workplace safe
- Prevent risks to health
- Ensure that plant and machinery is safe to use, and that safe working practices are set up and adhered to
- Provide adequate first aid facilities
- Advise you of any potential hazards from the work you do

#### **In particular your employer must:-**

- Assess the risks to your health and safety
- Make arrangements for implementing health and safety measures identified as being necessary by the assessment
- If there are five or more employees, record the significant findings of the risk assessment and the arrangements for health and safety measures
- If there are five or more employees, draw up a health and safety policy and bring it to the attention of their employees
- Set up emergency procedures
- Avoid hazardous manual handling activities, and where they cannot be avoided, reduce the risk of injury
- Provide free health surveillance as appropriate eg: night shift workers
- Report certain injuries, diseases and dangerous occurrences to the appropriate health and safety enforcing authority

#### **Employee's Legal Duty:**

As an employee you also have legal duties which include:-

- Taking reasonable care of your own health and safety and that of others who may be affected by what you do or do not do

- Co-operating with your employer on health and safety issues
- Correctly using work items provided by your employer, including personal protective equipment, in accordance with training instructions
- Not interfering with or misusing anything provided for your health, safety or welfare

#### **PRIMARY LEGISLATION:**

- Health and Safety at Work Act 1974
- The Management of Health and Safety at Work Regulations 1999
- Workplace (Health, Safety and Welfare) Regulations 1992
- Health and Safety (Display Screen Equipment) Regulations 1992
- Manual Handling Operations Regulations 1992
- Personal Protective Equipment Regulations 1998
- Working Time Regulations 1998
- Control of Substances Hazardous to Health (Amendment) Regulations 2004

If you think there is a health and safety problem in your workplace, you should first discuss it with your employer, supervisor or manager. You may also wish to discuss it with your safety representative, if there is one. If you think your employer is exposing you to risks or is not carrying out legal duties, and you have raised this without getting a satisfactory response, you can contact the enforcing authority for health and safety in your workplace.

Further information is available from:-

Health and Safety Executive Infoline : Tel: 0845 345 0055

[www.hse.gov.uk](http://www.hse.gov.uk)

[www.direct.gov.uk/Employment/Employees/HealthAndSafetyAtWork](http://www.direct.gov.uk/Employment/Employees/HealthAndSafetyAtWork)

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