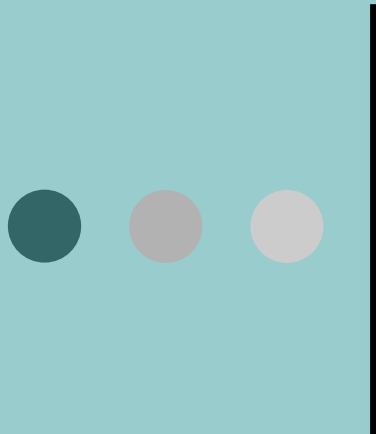




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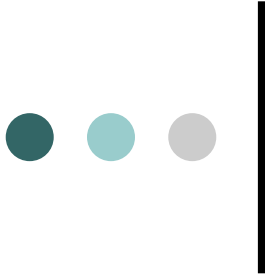
A decorative graphic consisting of three colored circles (dark teal, grey, and light grey) and a vertical line, positioned to the left of the main title.

Provision and Use of Work Equipment (PUWER)

DSO Event – March 2023

Andrea Eccles

Assistant Director, Safety Office



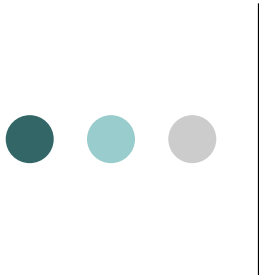
Provision and Use of Work Equipment Regulations 1998

- NOT new legislation
- Health and Safety Management Audits flagged up issues across Depts.
- Improvements were required
 - Updated guidance document
 - Training provision



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Background- What is PUWER?

A legal obligation to effectively manage
ALL work equipment

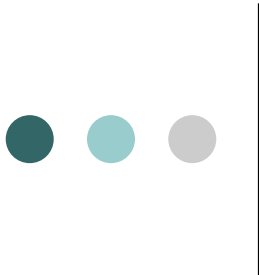
- It is 'safe to use'
 - Fit for purpose / right tool for the job
 - Guarded effectively
 - Installed /used in the right environment
 - Maintained / Inspected
- It is 'used safely'
 - Instructions / training

Essentially this is all done by **RISK ASSESSMENT**



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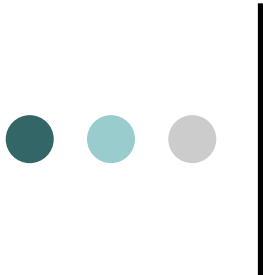
Background- Who does it apply to?

- The regulations apply to all University Departments who use work equipment irrespective of whether the equipment is owned or not, or who provide work equipment to others to use (e.g. for loan or hire).
- Work equipment covers any machinery, appliance, apparatus, tool or installation for use at work



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Examples of items in and out of scope

In Scope:

- Toolbox & Hand tools
- Single Machines e.g.
 - Circular Saw
 - Dumper Truck
 - Photocopiers
 - Autoclaves
 - Lawn Mowers
- Ladders
- Laboratory equipment
 - Bunsen burners
- Catering equipment
 - Coffee machines
 - Fridges

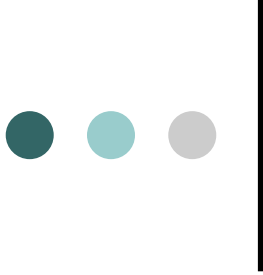
Out of Scope:

- Domestic kitchen equipment
 - Microwaves
 - Kettles
 - Fridge
- Extension Flexes
- Fan Heaters
- Office equipment
 - PC's / Printers / Monitors
 - Chairs / Desks
- Private Vehicles



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Overlap with other Legislation

There are overlaps between PUWER and other Regs.

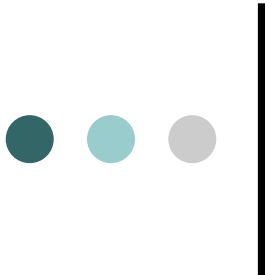
- LOLER / PSSR
- The Workplace (Health, Safety and Welfare) Regulations
- DSE
- PPE
- CDM
- The Work at Height Regulations
- The Management of Health and Safety at Work Regs.

If you comply with the more specific regulations above, it will normally be enough to comply with the more general requirements in PUWER.



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Departmental Responsibilities

○ HoD

- Overall responsibility for implementation of PUWER

○ Designated Responsible Person for Machinery Safety (DRPMS)

- implements PUWER in the dept.

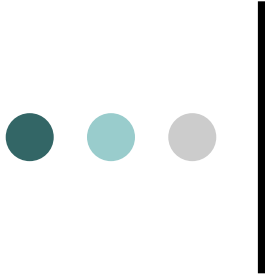
○ DSO

- Ensures documented procedures are in place



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Departmental Responsibilities

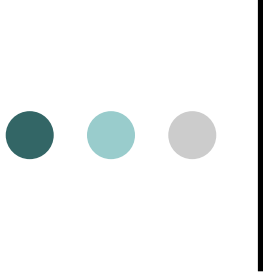
○ **Managers / Supervisors of areas with work equipment**

- Complete training for competency in work equipment risk assessments
- Maintain an asset list for their area
- Write risk assessments for equipment
- Ensure training is completed by users
- Ensure maintenance / inspections are carried out



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Departmental Responsibilities

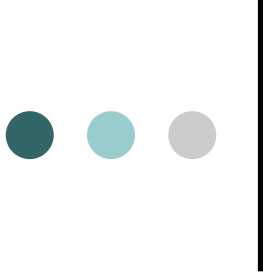
○ Work Equipment Operator

- Complete training for the equipment
- Adhere to the risk assessment
- Follow dept. procedures.
- Wear appropriate PPE
- Report all accidents



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Risk Assessment

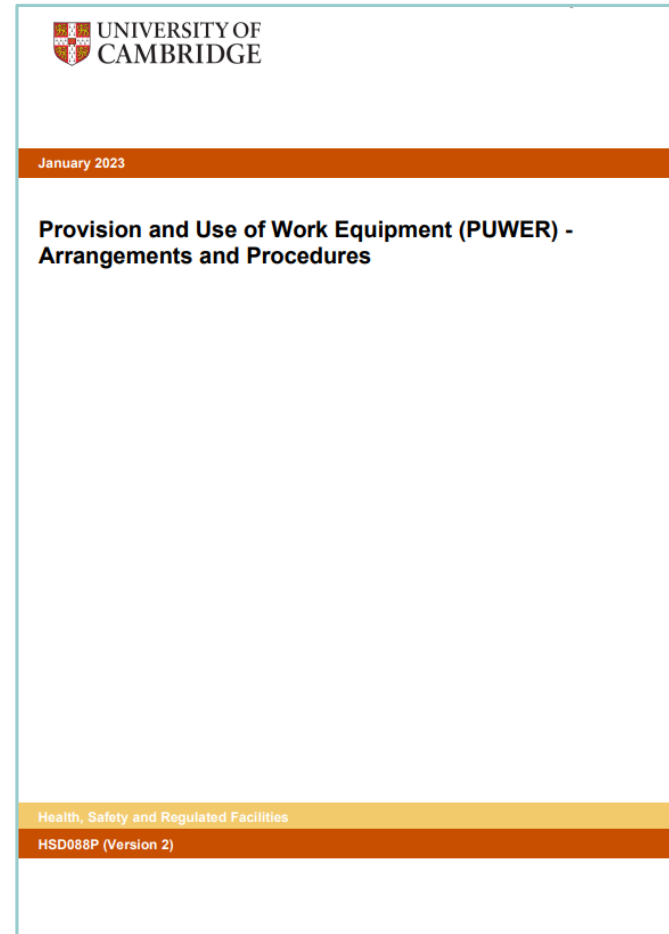
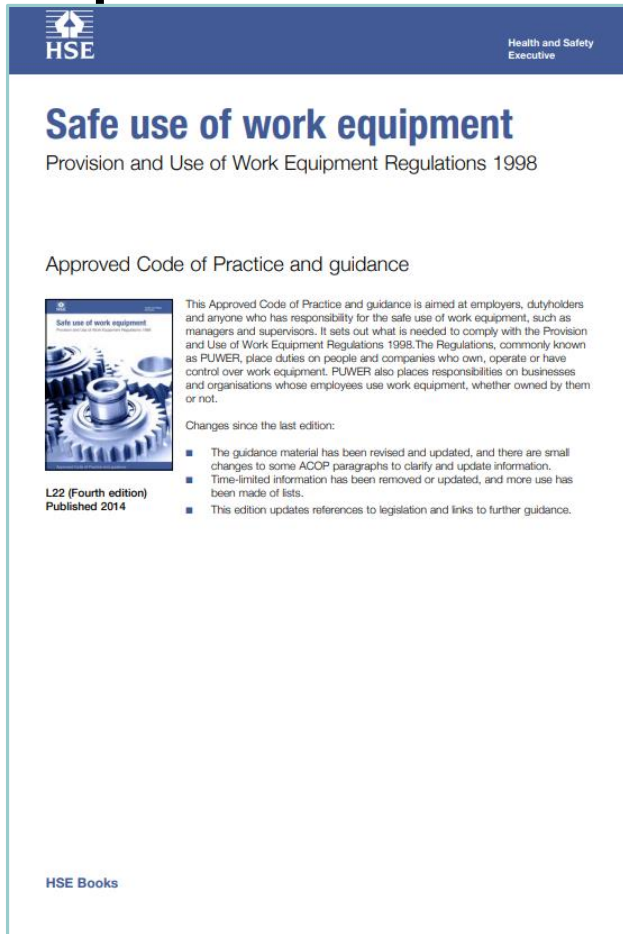
- Suitability of Work Equipment
- Maintenance of Work Equipment
- Inspection of Work Equipment
- Specific Risks
- Guarding of Dangerous Parts
- Protections against Specified Hazards
- Controls
- Information, Instruction and Training
- Conformity with Community Requirements



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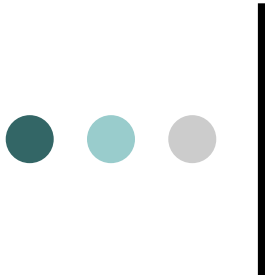
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Guidance



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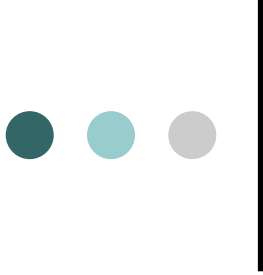
Appendices in Guidance

- Work Equipment in Scope and Exemption Listings
- Example Asset Register for a Lab/Work Area
- Suitability of Work Equipment Checklist
- Maintenance Schedule / Log
- Equipment Inspection Programme Template
- Equipment Training Records
- Safety Checklist



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Further Training Courses

- If you want to attend the 2 day IOSH Work Equipment and Machinery Safety training course please contact the Safety Office
- There is a charge for attendees
- If you have enough people in your dept. it can be run within your dept.



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Questions??



Please contact the Safety Office if you have any questions once you have read the guidance document, which can be found on the safety office website.



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