

Hand Arm Vibration Policy

Hand Arm Vibration Policy

1. Introduction
2. Aims of the Policy
3. Definitions
4. Roles and Responsibility
5. Legal Implications
6. Review
7. Corporate Procedure

1.0 INTRODUCTION

- 1.1 This policy sets out the ways in which Neath Port Talbot County Borough Council (NPTCBC) will comply with its duties and responsibilities as defined in the Hand Arm Vibration at Work Regulations 2005.

2.0 AIMS OF THE POLICY

- 2.1 NPTCBC recognizes the hazards associated with high vibration equipment, therefore it is the intention so far as is reasonably practicable, that any risks be reduced to a minimum.

3.0 DEFINITIONS

- 3.1 *Hand Arm Vibration Syndrome (HAVS)* is also sometimes called ‘*White finger disease*’, ‘*dead hand*’, ‘*dead finger*’, or ‘*Raynaud’s phenomenon*’. The condition affects people who regularly use high vibration equipment, such as power tools.

4.0 ROLES AND RESPONSIBILITY

4.1 Chief Executive/ Corporate Directors

Overall responsibility for the implementation of the policy rests with the Chief Executive and Corporate Directors.

4.2 Heads of Service

Heads of Service will be responsible for ensuring that the health and safety arrangements are developed and implemented to satisfy the requirements of this policy:

This will mean in particular that: -

- they ensure the introduction of these procedures into their departments
- they make available sufficient resources to enact these procedures within their departments
- they make known to their managers/ Team Leaders/ Headteachers and employees the existence of these procedures

4.3 Governing Bodies of Schools Maintained by Education Authority

There is a shared responsibility for health, safety and welfare between the LEA, governing body and Headteacher.

4.4 Managers/ Team Leaders/ Headteachers

Each Manager/ Team Leader/ Headteacher will ensure that departmental instructions are implemented within their section, and will ensure: -

- all tasks which involve the use of vibration equipment are identified and that adequate risk assessment is carried out of that task/equipment accordingly
- ensure that all staff that use vibration equipment are adequately trained and authorised to use the equipment
- ensure that adequate information is passed to employees on the safe systems of work that are in operation regarding the use of vibration equipment
- putting into place adequate systems for maintenance, inspection and testing of equipment at set programmed intervals
- set into place a system for ensuring occupational health surveillance checks are carried out at all stages of employment
- keep records of all maintenance, inspection, testing of equipment and health surveillance checks carried out on the staff
- ensure mechanisms are in place to monitor and review risk assessments and safe systems of work
- bring to the attention of senior managers and safety personnel any difficulties with operational policy procedure documents

4.5 Occupational Health Unit

The Occupational Health Unit (OHU) shall conduct pre-employment and employment HAVS screening for at risk groups.

4.6 Corporate Health & Safety Section

The Corporate Health & Safety Section will provide advice and guidance in order to ensure compliance with legislation and associated guidance.

4.7 Employees

Employees who undertake tasks which involve the use of vibration equipment are required to: -

- attend training appropriate to their role
- comply with all instructions and guidance provided to them in the interest of their health, safety and welfare and to comply with Occupational Health Screen procedures as advised
- to bring to the attention of their line manager, directorate health and safety officer any deficiencies with regard to any operational issues or policy/procedure documents.

5.0 LEGAL REQUIREMENTS

5.1 The key legislation that needs to be considered as regards to this policy are:

- Health and Safety at Work etc. Act 1974
- The Management of Health and Safety at Work Regulations 1999
- Control of Vibration at Work Regulations 2005
- The Provision and Use of Work Equipment Regulations 1999
- The Personal Protective Equipment at Work Regulations 1992
- The Reporting of Injuries, Diseases, and Dangerous Occurrences Regulations (RIDDOR) 1995

6.0 REVIEW

The operation of the policy will be the subject of periodic review.

7.0 CORPORATE PROCEDURE

NPTCBC shall implement this policy through the guidance outlined in the Corporate Procedure [CP/09/01](#).