

## The Management of Health and Safety at Work Regulations 1999:

Require employers to put in place arrangements to control health and safety risks.

As a minimum, you should have the processes and procedures required to meet the legal requirements, including:

- A written health and safety policy (if you employ five or more people)
- Assessments of the risks to employees, contractors, customers, partners, and any other people who could be affected by your activities - and record the significant findings in writing (if you employ five or more people). Any risk assessment must be 'suitable and sufficient'
- Arrangements for the effective planning, organisation, control, monitoring and review of the preventive and protective measures that come from risk assessment
- Access to [competent health and safety advice](#)
- Providing employees with information about the risks in your workplace and how they are protected
- Instruction and training for employees in how to deal with the risks
- Ensuring there is adequate and appropriate supervision in place
- Consulting with employees about their risks at work and current preventive and protective measures

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Policy and procedure

Audit and review

Health and safety

Risk assessment

Fire safety

Manual handling

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Hazardous substances—COSHH

Michelle Hay ACIEH

Michelle Hay Training Limited

michellehay.com

**0161 298 1040**

michelle@michellehay.com

Company no. 8613413

CIEH registered trainer no. 032572