

MAESTEG TOWN COUNCIL

Policy and procedure for the control of substances hazardous to health

Introduction

Hazardous substances can be brought into the premises for use in various activities and processes and can also be generated as a result of a process or activity. Exposure to hazardous substances can result in short and long term ill-health and injury, and even to fatalities.

The Town Council undertakes to:

- identify and maintain records of all hazardous substances used or created in the workplace and keep suppliers' safety data sheets available
- use safer substances where suitable substitutes exist
- risk assess work activities involving hazardous substances
- record the findings of the risk assessments, and review them periodically or when changes occur
- introduce effective control measures to ensure exposure to hazardous substances is prevented, where it is reasonably practicable, or adequately controlled to minimise the health risk
- take steps to ensure the use of control measures
- maintain control measures in effective working order and, where appropriate, ensure that they are periodically examined and tested
- undertake monitoring of exposure to hazardous substances, where appropriate
- place employees under suitable health surveillances in appropriate cases
- ensure that those responsible for managing work likely to result in exposure to hazardous substances are adequately trained and competent
- inform, instruct and train employees about the risks and the precautions to be taken to protect themselves or others from the harmful effects of hazardous substances
- ensuring that in appropriate cases suitable arrangements are in place for dealing with accidents, incidents and emergencies
- ensure no new substances are introduced into our work activities without approval of a designated manager, and before an assessment of the risk is carried out.

This policy was reviewed by the Policy committee on 18/06/2024

Policy Accepted and adopted by a Hybrid meeting of the Council held on 02/07/2024

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Mayor

Review Date: To be reviewed every 5 years unless any issues arise.