

# **‘Essentials of Health and Safety at Work’**

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# ‘Essentials’

- What the book is for, and who reads it
- What’s changing in the new edition
- How the book can be used to tackle health and safety (introduction)
- Seek your views
- Convince you and your members to buy it!

## ‘Essentials’ is:

- Basic all-round guide book on health and safety
- HSE’s best seller
- In 1992 was our first really accessible publication
- But...it’s a bit out of date now
  - Too much about manufacturing
  - Not enough about health

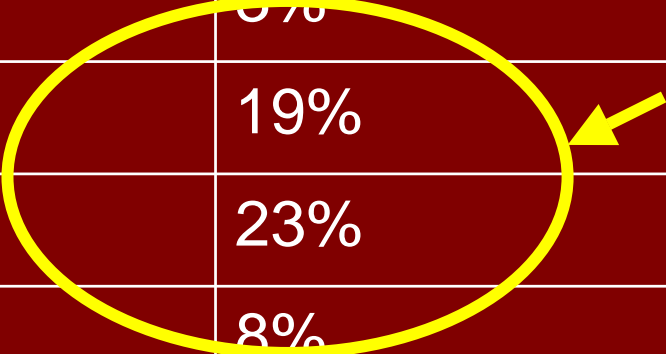
# What 'Essentials' is for

- Deals with all the main health and safety issues that most businesses will encounter
- Focus on the practical:
  - Chapters on hazards that might affect you (e.g. falls, chemicals etc.)
  - Practical dos and don't's,
  - Main thing that you must do
  - Where to go for more guidance if needed
  - (a little) relevant law

# Who Buys 'Essentials'

| Company size (employees) | % of purchasers |
|--------------------------|-----------------|
| 0-9                      | 3%              |
| 10-49                    | 19%             |
| 50-249                   | 23%             |
| 250-499                  | 8%              |
| 500-999                  | 7%              |
| 1000-3000                | 8%              |
| 3000+                    | 11%             |
| Training & consultants   | 21%             |

**Important  
block of  
readers**



# Who Buys 'Essentials'

- People with a range of h&s issues to deal with
- People looking for information
- People being trained
- Repeat purchasers – people use as reference book over years

# What's changed

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- Same basic style, but more on:
  - Falls
  - Workplace health (aches and pains, stress etc.)
  - Workplace transport
  - Contractors
  - Risk assessment

# New Introduction – Where to start

- **Know what the risks are**
  - Think through the key risks for you – use the book's chapters for this
  - Get competent advice if needed
- **Control the risks**
  - Plan improvements, prioritise by risk
  - Get employees involved and helping
- **Check and maintain**
  - Check that controls stay in place
  - Investigate accidents and make improvements if needed
  - Review where you are from time to time

# Table to help you think through

| Chapter         | How much harm<br>0-3 | How likely<br>0-3 | Have I done enough<br>0-3 |
|-----------------|----------------------|-------------------|---------------------------|
| Falls           |                      |                   |                           |
| Aches and pains |                      |                   |                           |
| Machinery       |                      |                   |                           |
| Etc..           |                      |                   |                           |

# Table to help you think through

| Chapter         | How much harm<br>0-3 | How likely<br>0-3 | Have I done enough<br>0-3 |
|-----------------|----------------------|-------------------|---------------------------|
| Falls           | <i>2</i>             | <i>3</i>          | <i>1</i>                  |
| Aches and pains | <i>2</i>             | <i>1</i>          | <i>1</i>                  |
| Machinery       | <i>0</i>             | <i>0</i>          | <i>n/a</i>                |
| Etc..           |                      |                   |                           |

# Table to help you think through

| Chapter         | How much harm<br>0-3 | How likely<br>0-3 | Have I done enough<br>0-3 |
|-----------------|----------------------|-------------------|---------------------------|
| Falls           | 2                    | 3                 | 1                         |
| Aches and pains | 2                    | 1                 | 1                         |
| Machinery       | 0                    | 0                 | n/a                       |
| Etc..           |                      |                   |                           |

**More likely, and more to do, so falls a priority here**

A yellow circle highlights the value '3' in the 'How likely' column for the 'Falls' row. A yellow arrow points from the text 'More likely, and more to do, so falls a priority here' to this circle.

# Summary

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- ‘Essentials’ important all-round guidance
- Updated to help you think through the key risks for your work
- Give me your thoughts on:
  - What do you think of the range of contents?
  - Or the ‘where to start’ approach
- We’d like you to buy it and use it!