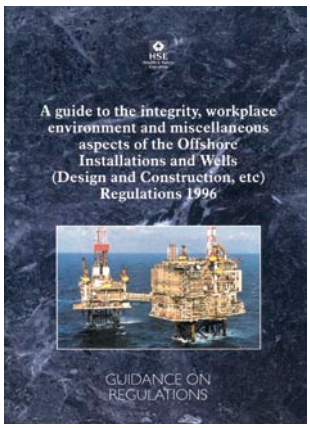
A guide to the integrity, workplace environment and miscellaneous aspects of the Offshore Installations and Wells (Design and Construction, etc) Regulations 1996

Guidance on Regulations



L85 (First edition, published 1996).

You can buy the book at www.hsebooks.co.uk.

ISBN 978 0 7176 1164 5
Price £8.50

This document provides guidance on the aspects of the Offshore Installations and Wells (Design and Construction, etc) Regulations 1996 which deal with the workplace environment offshore, the integrity of offshore installations and other miscellaneous matters.

It is intended to help those affected by the Regulations and to give a comprehensive understanding of what the Regulations require.

First published 1996
Reprinted 2005 (with amendments)
Reprinted 2012

ISBN 978 0 7176 1164 5

This guidance is issued by the Health and Safety Executive. Following the guidance is not compulsory and you are free to take other action. But if you do follow the guidance you will normally be doing enough to comply with the law. Health and safety inspectors seek to secure compliance with the law and may refer to this guidance as illustrating good practice.

Cover photograph courtesy of BP Exploration

Contents

Editorial Note

This guide to Parts I, II, III and V (primarily covering integrity and workplace provisions) of the Offshore Installations and Wells (Design and Construction, etc) Regulations 1996 (SI 1996/913) (DCR)[1] is intended to help those affected by the Regulations to understand what the Regulations require.

Detailed guidance on other matters covered in the Regulations may be found in *A guide to the well aspects of the Offshore Installations and Wells (Design and Construction, etc.) Regulations 1996*.[2]

Introduction

1 This document provides guidance on those parts of the Offshore Installations and Wells (Design and Construction, etc) Regulations (SI 1996/913) (DCR) dealing with:

(a) interpretation and general matters;
(b) the integrity of offshore installations;
(c) the workplace environment offshore; and
(d) miscellaneous aspects, including defence, certificates of exemption and transitional provisions.

For convenience, the text of the Regulations is included in italics, with the appropriate guidance immediately below. Where the Regulations are self-explanatory, no comment is offered. Several references to other regulations, guidance material etc are made in the document. These have been numbered the first time they appear in the document and are listed in Appendix 2.

2 This publication has been prepared following widespread consultation with representatives of the Confederation of British Industry and industry associations representing offshore operators and contractors, the Trades Union Congress and offshore unions, other interested organisations, and government departments.

3 The objectives of the Design and Construction Regulations (DCR) are as follows:

(a) to revoke the Offshore Installations (Construction and Survey) Regulations 1974 (SI 1974/289);[3]
(b) to implement relevant recommendations in Lord Cullen's report on the Piper Alpha Disaster;[4]
(c) to implement relevant aspects of the Extractive Industries (Boreholes) Directive (EID) (92/91/EEC);[5] and
(d) to support and complement the Offshore Installations (Safety Case) Regulations 1992 (SCR) (SI 1992/2885).

Relationship between these Regulations and other health and safety law

4 These Regulations complement other health and safety regulations in a number of areas. Specific interfaces are described under each regulation. This section describes how the Regulations fit in with general health and safety legislation, and the interfaces with specific UK offshore regulations.

General health and safety legislation

5 The Health and Safety at Work etc Act 1974 (HSW Act)[6] places general duties on employers to ensure, so far as is reasonably practicable, the health and safety of their employees, and others who may be affected by their undertaking (HSW Act, sections 2 and 3). These general duties are supported by the specific requirements in regulation 3 of the Management of Health and Safety at Work Regulations 1999 (SI 1999/3242) (MHSWR)[7] for employers to undertake risk assessments.

6 DCR support these general requirements in two key ways. First, they seek to ensure an offshore installation is designed, constructed, operated and decommissioned so that the level of integrity is as high as reasonably practicable and associated risks to people are as low as reasonably practicable. Second, in completing the implementation of the EID, a number of detailed provisions relating to the health and safety of the workplace environment of an offshore installation come into force. Compliance with these Regulations will therefore help duty holders to fulfil their duties as employers under general health and safety legislation.

Safety Case Regulations

7 SCR are the key focal point of the new regime of offshore health and safety legislation. DCR, the Offshore Installations and Pipeline Works (Management and Administration) Regulations 1995 (SI 1995/738) (MAR)[8] and the Offshore Installations (Prevention of Fire and Explosion, and Emergency Response) Regulations 1995 (SI 1995/743) (PFEER)[9] underpin SCR.

8 Key elements of SCR are the identification of all hazards with the potential to cause a major accident and the reduction of risks associated with the hazards to levels that are as low as reasonably practicable. There are also requirements to demonstrate that the installation, its plant and connected pipelines are designed so that risks from major accidents are as low as reasonably practicable. A demonstration of the adequacy of the safety management system for controlling risks to persons is also required.

9 Part II of DCR specifically deals with the integrity of an installation. The work carried out by a duty holder to comply with SCR, PFEER and DCR will involve consideration of some common hazards. For example, fire and explosion hazards are clearly considerations within SCR and PFEER, and since they have potential to affect the structure, they are also relevant to complying with DCR.

10 Both SCR and DCR require consideration of hazards at the design stages to help ensure that risks are reduced to as low as reasonably practicable. Consequently, considerations of hazards carried out at the design stage to comply with SCR will contribute to complying with DCR, and vice versa.

11 The organisation and arrangements provided to meet the requirements of DCR will form part of the safety management system for the purposes of SCR. While the Health and Safety Executive (HSE) does not require the submission in detail of evidence of compliance with DCR as part of the safety case, it is expected that the evidence would be available for inspection.

PFEER

12 PFEER focus on identifying and preventing fire and explosion hazards, protecting persons from the effects of any that do occur, and securing effective response to emergencies. Appropriate performance standards for preventive and protective measures are also required.

13 In meeting the requirements of PFEER, primarily regulations 9 and 12 (Prevention of fire and explosion, and Control of emergencies), the duty holder will contribute to meeting the overall duty in regulation 4 of DCR.

MAR

14 Regulation 8 of MAR requires every person to co-operate with the duty holder so far as is necessary to enable the duty holder to comply with the relevant statutory provisions. The duty of co-operation applies to the relevant requirements of DCR and other parties involved. Further guidance on the links between MAR and DCR are given in the guidance to regulation 6 of DCR.

Provision and Use of Work Equipment Regulations

15 The Provision and Use of Work Equipment Regulations 1998 (PUWER)[10] are important in relation to the integrity requirements of DCR. PUWER seek to ensure the safe provision and use of work equipment. The equipment to which PUWER applies is wide, covering most offshore plant. Since the hazards associated with plant will, to some degree, affect an installation's structure, and hence integrity, compliance with PUWER is expected to contribute significantly to meeting the requirements of DCR, particularly at the design stage. In seeking to meet the requirements of PUWER it is necessary to pay attention to the essential health and safety requirements of legislation implementing various Article 100 and 100A European Directives, eg The Supply of Machinery (Safety) Regulations 1994.[11] The interactions of plant and structure with regard to layout and configuration are specifically addressed by regulation 5(1)(b) of DCR (which should also be considered together with paragraph (1) of Schedule 1).

Marine

16 There is a wide range of marine requirements and codes, particularly for mobile installations, which need to be considered alongside DCR. Compliance with the relevant marine provisions (eg International Maritime Organisation codes, ship classification requirements etc) may significantly contribute towards meeting duties under DCR.

Aviation

17 DCR and the requirements of aviation legislation, which govern helicopter safety in flight, complement each other. For example, helicopter safety covers the suitability of helicopter facilities on offshore installations and DCR address the design and construction of helidecks. The duty holder should therefore ensure that the design of the installation also meets the requirements of relevant aviation legislation. Further information on this subject may be obtained from the Civil Aviation Authority (CAA), and from CAA-published guidance such as CAP 437[12] on offshore helicopter landing areas.

Pipelines

18 The Pipeline Safety Regulations 1996 (SI 1996/825) (PSR)[13] lay down duties on pipeline operators relating to the design, construction, operation, maintenance and decommissioning of pipelines and any associated apparatus or works. PSR will apply to pipelines connected to offshore installations up to and including the emergency shutdown valve, or primary shut-off valve off the pig trap, where fitted. The definition of an offshore installation used for DCR excludes pipelines covered by PSR to avoid duplication. Where pipelines have safety implications for the integrity of an installation, the duties of co-operation imposed by MAR require that pipeline owners and others co-operate with the duty holder of the installation to enable compliance with DCR.

PART I: INTERPRETATION AND GENERAL

Regulation 1 Citation and commencement

Regulation 1

These Regulations may be cited as the Offshore Installations and Wells (Design and Construction, etc.) Regulations 1996 and shall come into force on 30 June 1996.

Regulation 2 Interpretation

Regulation 2

(1) In these Regulations, unless the context otherwise requires -

"the 1992 Regulations" means the Offshore Installations (Safety Case) Regulations 1992[(a)];

"the 1995 Order" means the Health and Safety at Work etc. Act 1974 (Application outside Great Britain) Order 2001[(b)];

"the 1995 Regulations" means the Offshore Installations and Pipeline Works (Management and Administration) Regulations 2001[(c)];

"concession owner" in relation to a well, means the person who at any time has the right to exploit or explore mineral resources in any area or to store gas in any area and to recover gas so stored if, at that time, the well is, or is to be, used in the exercise of that right;

"duty holder" in relation to an installation, means the person who is the duty holder as defined by regulation 2(1) of the 1995 Regulations in relation to that installation;

"environmental conditions" means-

(a) meteorological and oceanological conditions; and
(b) properties and configuration of the sea-bed and subsoil;

"the Executive" means the Health and Safety Executive;

"fixed installation" means an installation other than a mobile installation;

"installation" means an offshore installation within the meaning of regulation 3, except sub-paragraphs (a) and (b), and paragraph (ii) of sub-paragraph (c) of paragraph (3), of the 1995 Regulations.

(a) SI 1992/2885; amended by SI 1995/738.
(b) SI 1992/263.
(c) SI 1995/738.

Guidance 2

19 The definition of an installation used in DCR does not include sub-paragraphs (3)(a), (3)(b) and (3)(c)(ii) of the definition given in MAR. This means that any well connected to the installation, and any pipeline or equipment connected to the pipeline within 500 metres of the main structure of the installation, is excluded from the definition. The reason for this is to avoid duplication with Part IV of DCR, 'Wells', which covers wells separately and explicitly, and PSR which covers pipelines and associated equipment up to and including the 500 metres adjacent to the installation.

Regulation 2

"integrity" means structural soundness and strength, stability and, in the case of a floating installation, buoyancy in so far as they are relevant to the health and safety of persons;

Guidance 2

20 The concept of integrity provided by the definition applies to the structure of an installation and includes load-bearing parts. The term 'soundness' can be taken to cover such aspects as freedom from significant defects, while 'stability' includes the ability to prevent buckling, overturning and collapse. Additionally, in the case of floating installations, stability can also include the ability to prevent excessive inclination or capsize.

21 In the case of floating installations a loss of buoyancy could lead to sinking and/or a loss of floating stability. Buoyancy could also be relevant where buoyancy forces are used to carry loads, eg for a tension leg platform.

Regulation 2

"management system" means the organisation and arrangements established by a person for managing his undertaking;

"mobile installation" means an installation (other than a floating production platform) which can be moved from place to place without major dismantling or modification, whether or not it has its own motive power;

"safety case" means a document described in regulation 2(2) of the 1992 Regulations which is required to be prepared pursuant to a provision of those Regulations;

"traffic route" means a route for pedestrians, vehicles or both and includes any stairs, staircase, fixed ladder, doorway, gateway, loading bay or ramp;

"well" means -

(a) a well made by drilling; and
(b) a borehole drilled with a view to the extraction of minerals through it or another well, and shall be deemed to include any device on it for containing the pressure in it;

"well intervention operation" means an operation in which a well is re-entered for a purpose other than to continue drilling or to maintain or repair it;

"well-operator", in relation to a well, means the person appointed by the concession owner for a well to execute the function of organising and supervising all operations to be carried out by means of such well or, where no such person has been appointed, the concession owner;

"workover operation" means an operation in which a well is re-entered for the purpose of maintaining or repairing it; and

"workplace" means any workroom or other place on an installation used mainly for the performance of work, and does not include a traffic route.

Guidance 2

22 'Workplace' as defined here does not encompass the whole installation, only those areas in which work is commonly or ordinarily performed. Places only occupied rarely by workers to carry out maintenance on equipment located there would not be covered by this definition. An installation is likely to be made up of a number of workplaces, each containing a number of individual workstations.

Regulation 2

(2) Any reference in these Regulations to operating an installation is a reference to using it for any of the purposes described in regulation 3(1) of the 1995 Regulations.

Regulation 2

(3) Where a duty holder in relation to an installation, or a well-operator, is succeeded by a new duty holder or well-operator, anything done in compliance with these Regulations by the former duty holder or operator in relation to the installation or the well shall, for the purpose of these Regulations, be treated as having been done by his successor.

Guidance 2

23 Paragraph (3) allows credit to be taken by the current duty holder (or well-operator) for work done by a previous duty holder. The regulation is not intended to imply that current duty holders bear responsibility for previous duty holders' failures in meeting these Regulations.

Regulation 2

(4) Unless the context otherwise requires -

(a) any reference in these Regulations (apart from Schedule 2) to -

(i) a numbered regulation or Schedule is a reference to the regulation or Schedule in these Regulations so numbered; and
(ii) a numbered paragraph is a reference to the paragraph so numbered in the regulation or Schedule in which the reference appears; and

(b) any reference in Schedule 2 to a numbered regulation or Schedule is a reference to the regulation or Schedule in the 1992 Regulations so numbered.

Regulation 3 Application

Regulation 3

(1) Subject to paragraphs (2) and (3), these Regulations shall apply -

(a) in Great Britain; and
(b) to and in relation to installations, wells and activities outside Great Britain to which sections 1 to 59 and 80 to 82 of the 1974 Act apply by virtue of articles 4(1) and (2)(b) and 5 of the 1995 Order.

Guidance 3

24 The above regulation applies to installations in transit to or from their working station because the main risks during transit are believed to be to the integrity of the installation. SCR apply to installations in transit, and DCR underpin SCR. 'In transit' means moving with the intention of being used for any of the purposes described in article 4(2)(b) of the 1995 Order.

Regulation 3

(2) These Regulations shall apply to a well in Great Britain, and activities in relation to it, only if -

(a) it is drilled from an installation; or
(b) it is drilled with a view to the extraction of petroleum.

(3) In paragraph (2) "petroleum" means any mineral oil or relative hydrocarbon and natural gas existing in its natural condition in strata, but does not include coal or bituminous shales or other stratified deposits from which oil can be extracted by destructive distillation.

PART II: INTEGRITY OF INSTALLATIONS

Regulation 4 General duty

Regulation

4

(1) The duty holder shall ensure that an installation at all times possesses such integrity as is reasonably practicable.

(2) The provisions contained in regulations 5 to 10 are without prejudice to the generality of the provision contained in this regulation.

Guidance

4

25 Part II of DCR deals with the integrity of the installation. Regulation 4 seeks to ensure that the level of integrity of the installation is as high as is reasonably practicable at all times, and that risks to people on an installation, arising from matters of integrity, are kept as low as reasonably practicable.

26 This regulation recognises that it may not be reasonable for an installation to be designed to the maximum possible integrity or minimum possible risk, or to retain its integrity and risk levels under all circumstances.

27 Regulation 4 requires duty holders to ensure the integrity of an installation throughout its life cycle. Integrity may be affected during the lifetime of the installation through, for example, processes of degradation and corrosion, and it is expected that such degradation is accounted for at the design stage and that the appropriate safeguards are put into effect.

28 Other health and safety matters arising from, for example, the specification, use, and configuration of plant, but which do not affect integrity as defined in regulation 2(1), are dealt with in other legislation, including SCR, PFEER and PUWER.

29 The duty holder for this part of the Regulations is the same as that in SCR (the operator, in the case of a fixed installation, and the owner, in the case of a mobile installation). Therefore, the person who is required to submit the safety case will also be the duty holder under this part of the Regulations.

30 Regulation 4 sets out a general objective. More specific requirements are set out in the other regulations which follow. Compliance with the other regulations will contribute substantially to satisfying the general duty in regulation 4.

Regulation 5 Design of an installation

Regulation

5

(1) The duty holder shall ensure that the designs to which an installation is to be or in the event is constructed are such that, so far as is reasonably practicable -

(a) it can withstand such forces acting on it as are reasonably foreseeable;
(b) its layout and configuration, including those of its plant, will not prejudice its integrity;
(c) fabrication, transportation, construction, commissioning, operation, modification, maintenance and repair of the installation may proceed without prejudicing its integrity;
(d) it may be decommissioned and dismantled safely; and
(e) in the event of reasonably foreseeable damage to the installation it will retain sufficient integrity to enable action to be taken to safeguard the health and safety of persons on or near it.

Regulation

5

(2) The duty holder shall ensure that an installation is composed of materials which are -

(a) suitable, having regard to the requirement in regulation 4; and
(b) so far as is reasonably practicable, sufficiently proof against or protected from anything liable to prejudice its integrity.

Guidance

31 Regulation 5 requires the duty holder to consider a range of factors when designing an installation. The intention is to ensure that risks to persons associated with integrity are considered at the earliest opportunity. Many of these matters are expected to be included in the Design Safety Case submission under SCR.

32 There is greatest scope for risk reduction at the design stage for a new installation: first, the costs associated with reducing risk levels are lowest at the design stage; second, eliminating or reducing hazards at source, through design, will be more robust and effective than control or mitigation. These principles are incorporated in the form of a hierarchy of measures which are generally described, in order of preference, as inherently safe design, prevention, control and mitigation of hazards.

33 Further guidance on these matters can be found in the guidance to MHSWR, SCR, PFEER and PUWER.

34 It is expected that the design of the installation will be based on current good engineering practice. It should, however, be appropriately risk-based and compliance solely with existing codes, standards and guidance may not be sufficient to meet the regulatory requirements. Requirements for systematic and explicit consideration of risks have been introduced by MHSWR, SCR, PFEER and PUWER. These risk assessments can be expected to contribute to design considerations, for instance through the setting of risk-based performance standards. Such risk assessments, however, may not need to be quantitative: qualitative assessments may be more appropriate in some circumstances, eg in the absence of appropriate failure or incident data.

Regulation 5(1)(a)

35 The purpose of this regulation is to ensure that the design takes appropriate account of the reasonably foreseeable forces which the installation will need to withstand during its life cycle. There will not be a standard list of forces which every design should consider, although many will be common.

36 ‘Reasonably foreseeable forces’ are considered to be those forces that a competent person in the field, exercising reasonable foresight, would identify in the light of current understanding.

37 Reasonably foreseeable forces are expected to include both normal and accidental (abnormal) forces or loads. Broadly, the application of normal loads would not be expected to result in significant damage (or loss of integrity) to the installation. In contrast, accidental loads may in some cases be expected to result in some damage. Regulation 5(1)(e) addresses integrity levels under such conditions.

38 Reasonably foreseeable forces include those arising from:

(a) environmental conditions, eg winds, waves, water depth and tidal conditions;
(b) using or moving the installation or anything on it, eg pipeline risers and caissons, thermal radiation, tow-out to site;
(c) the weight of the installation and anything on it, eg weight of stores and

Guidance

equipment, buoyancy, drag and inertia forces from movement of the installation;
(d) the activities on or in connection with the installation, eg vessel or aircraft impact; and
(e) accidents, eg fires and explosions.

Regulation 5(1)(b)

39 The layout and configuration of both the structure and plant of an installation need to be, so far as is reasonably practicable, optimised to assist in reducing the risks to an installation's integrity. Any optimisation process might be expected to include vulnerability to local damage as well as widespread damage. Matters to be considered could include minimising the need for lifting operations over critical process plant and the layout of hazardous plant in relation to critical parts of the structure.

40 Regulation 5(1)(b) introduces the requirement to consider both the structure and the plant. DCR, SCR, PFEER and PUWER, and other relevant legislation, however, need to be considered as a whole to help ensure effective compliance with all the duties. For example, the hazards associated with items of plant will impact to a greater or lesser degree on the installation's structure (and hence integrity) depending on plant positioning and overall layout. Conversely, the safe use of plant will, among other things, depend on the integrity of the local supporting structure. PUWER will cover the safe provision and use of plant on an offshore installation.

41 The integrity of any mooring system is included within DCR since it is relevant to the integrity of the installation. Dynamic positioning systems, as work equipment, are subject to PUWER. A combined mooring/dynamic positioning system would, therefore, be subject to both DCR and PUWER.

Regulation 5(1)(c)

42 The design should take account of the various activities that take place during the life cycle of an installation so that the work carried out during these activities should not prejudice the integrity of the installation.

43 The design may need to include provision for the activities to be carried out in a particular way if it is essential to the integrity of an installation.

44 Factors to be considered include, for example:

(a) the means and manner of construction, including methods of joining, erection and assembly;
(b) the forces arising from ballasting, de-ballasting, deck mating and the driving of piles;
(c) major modifications which are foreseeable during the life of the installation, such as the addition of equipment; and
(d) facilitating inspection, maintenance and repair. This might mean providing for the emptying, cleaning and ventilation of tanks to enable inspection and repair by welding, or the provision of hooks to facilitate the removal of plant. For some installations this may involve providing a means whereby the installation can be taken off-station for inspection and repair in sheltered waters or dry dock.

Regulation 5(1)(d)

45 The design of an installation should include consideration of the decommissioning and, where appropriate, dismantling of an installation, so that

Guidance

these activities may be accomplished safely. However, in the lifetime of an installation improved means of decommissioning and dismantling may become available and so the actual methods used may be different from those envisaged at the design. These activities will be monitored by HSE through its formal acceptance of the abandonment safety case for the installation.

Regulation 5(1)(e)

46 This regulation requires the installation to be designed in such a way that, in the event of reasonably foreseeable damage occurring, it will retain sufficient integrity to safeguard the persons on board, or if necessary pending and during their evacuation.

47 As part of the safety case demonstration, hazards which threaten the integrity of the installation and their consequences will have been identified and assessed, and appropriate control measures devised. Information from this process will contribute to complying with this regulation.

48 The duty holder should consider the behaviour of the structure both during the accidental event (eg the immediate response to blast, collision, etc), and after the event (eg progressive failure of the damaged structure, or loss of stability due to flooding resulting from collision damage).

Regulation 5(2)

49 The intention is to ensure that the materials used will allow appropriate integrity levels to be achieved and maintained. Matters expected to be considered include: strength; ductility; weldability; resistance to fracture, corrosion, fire and hydrogen embrittlement; and performance under a range of foreseeable temperatures.

50 The duty holder should take account of processes which could cause significant degradation of material properties during the lifetime of the installation, eg corrosion and fatigue and the means by which they can be prevented.

5

Regulation 6 Work to an installation

Regulation 6

The duty holder shall ensure that work of fabrication, construction, commissioning, modification, maintenance and repair of an installation, and activity in preparation for the positioning of an installation, are carried out in such a way that, so far as is reasonably practicable, its integrity is secured.

Guidance

51 This regulation requires the duty holder to ensure that the activities referred to are carried out in such a way that appropriate integrity levels will be achieved and maintained during those activities. The requirement applies from fabrication onshore, through loadout, transportation, installation and commissioning offshore (including hook-up activities) and to subsequent modification, repair and maintenance. For mobile installations this will include operations such as anchoring, pre-loading and jacking-up.

52 The duty holder may contribute to meeting the requirements through, for example, contractual agreements with various parties involved in the processes. Where a duty holder purchases an installation or parts of an installation which have already been fabricated, it will not be possible to influence the work of fabrication retrospectively. The duty holder may then be expected to obtain sufficient evidence of the approach taken to the design and the methods of fabrication to establish that appropriate integrity levels are achieved.

6

Guidance

6

53 The duty of co-operation in MAR regulation 8 together with the sanctions available under section 36 of the HSW Act are expected to play a significant role in ensuring that designers, fabricators and other contractors co-operate with the duty holders in meeting their obligations under this regulation and Regulation 5(1)(c).

Regulation 7 Operation of an installation

Regulation

(1) The duty holder shall ensure that the installation is not operated in such a way as may prejudice its integrity.

(2) The duty holder shall ensure that the installation is not operated unless -

(a) appropriate limits within which it is to be operated; and
(b) the environmental conditions in which it may safely operate, have been recorded.

(3) The duty holder shall ensure that a record of the matters described in paragraph (2) is kept on the installation, readily available to any person involved in its operation.

(4) The duty holder shall ensure that the matters described in paragraph (2) are reviewed as often as may be appropriate.

7

Guidance

54 The purpose of this regulation is to ensure that the integrity of an installation is not prejudiced by operational activities. To facilitate this there is a requirement to record appropriate operational limits and environmental conditions. This is to allow anyone involved with the operation of the installation to have ready access to the information for decision making. Such information needs to be up to date and the regulation makes provision for this.

55 Possible examples of the type of limit to record are:

(a) maximum loads which may safely be imposed on parts of the structure;
(b) restrictions on weight and transverse centre of gravity of the hull of a jack-up in order to maintain leg loading within intended limits, and restrictions on vertical centre of gravity (eg to maintain adequate stability of a floating installation);
(c) environmental criteria for disconnection of external connections (eg accommodation gangway, marine riser);
(d) minimum pre-tension of mooring lines and maximum tension before tension adjustment; and
(e) for mobile installations, environmental limits for wet towing, indicative limits for site operations, and actual limits determined from site-specific assessments.

56 Indicative limits for mobile installations are expected to be established at the design stage. A site-specific assessment would be needed to establish the suitability of the installation for the particular conditions.

57 The intention is not for the defined operating limits to be the ultimate limits beyond which integrity is compromised. The operating limits would normally incorporate safety margins, inherent in design standards, and any other operational safety margins considered appropriate. It is, however, for the duty holder to decide what is 'appropriate', considering the need not to prejudice the integrity of the installation.

58 Circumstances which may trigger a review of the limits include damage and deterioration, reassessment of design or environmental factors and modifications.

7

Regulation 8 Maintenance of integrity

Regulation

8

(1) The duty holder shall ensure that suitable arrangements are in place for maintaining the integrity of the installation, including suitable arrangements for -

(a) periodic assessment of its integrity; and
(b) the carrying out of remedial work in the event of damage or deterioration which may prejudice its integrity.

(2) Paragraph (1) shall not apply -

(a) to a fixed installation while its structure is not yet established at the location at which it is to be operated; or
(b) to a mobile installation under construction which is not yet able to be moved.

Guidance

8

59 This regulation requires the duty holder to make suitable arrangements to ensure that the integrity of an installation is maintained throughout its life cycle. Such arrangements include planned maintenance and inspection of structures; periodic assessment of an installation taking account of its condition in relation to the original design expectations; assessment of damage or suspected damage; and arrangements for repair work in the event of damage or deterioration. Periodic assessments are expected to take account of current good practice, incorporating advances in knowledge, and changes in risk levels.

60 The frequency, scope and method of inspection should be sufficient to provide assurance, in conjunction with associated assessments, that the integrity of the installation is being maintained.

Regulation 9 Reporting of danger to an installation

Regulation

9

(1) The duty holder shall ensure that, within 10 days after the appearance of evidence of a significant threat to the integrity of an installation, a report is made to the Executive in writing identifying such threat and specifying any action taken or to be taken to avert it.

(2) Paragraph (1) shall not apply to anything of which the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995(a) require a report to be made.

(a) SI 1995/3163

Guidance

9

61 This regulation requires the duty holder to report to HSE those situations which pose a significant threat to the integrity of an installation. The regulation is concerned only with situations which require immediate action to avert loss of integrity.

62 Examples of events that could lead to a report under these Regulations include:

(a) extreme (eg storm) loading which may have caused damage to load-bearing parts of the structure;
(b) the occurrence of environmental conditions exceeding design or site-specific limits;
(c) significant wave contact with any part of the installation not designed to withstand wave loads;
(d) unexpected behaviour (eg excessive movement, deflection, settlement etc);

Guidance

9

(e) excessive scour or settlement of foundations;
(f) loss of buoyancy or unintended flooding of spaces expected to remain buoyant;
(g) degradation of stability which may be indicated by excessive inclination, undue sensitivity to weight shifts, or excessive movement; and
(h) a failure within the mooring system.

63 In some circumstances some of these matters may be reportable to HSE under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995 (RIDDOR).[14] If a report is required under RIDDOR it will not be necessary to report the matter under this regulation.

64 The following are examples of matters which may be reportable under this regulation:

(a) the identification of defects in the structure which could be a threat to the integrity of the installation;
(b) the identification of behaviour indicative of a significant threat to integrity;
(c) the identification of serious corrosion of the structure which may be a threat to the integrity of the installation.

65 Ultimately, the decision to report a situation rests with the duty holder, following assessment based on appropriate professional judgement and experience.

66 There is no prescribed format for a report, which should be sent to the local office of HSE's Offshore Safety Division.

Regulation 10 Decommissioning and dismantlement

Regulation 10

The duty holder shall ensure that an installation is decommissioned and dismantled in such a way that, so far as is reasonably practicable, it will possess sufficient integrity to enable such decommissioning and dismantlement to be carried out safely.

Guidance

10

67 As noted earlier, the arrangements for decommissioning and dismantling may differ from those envisaged at the design stage, to take advantage of improvements in practice and facilities.

68 In considering the level of the integrity during decommissioning and dismantling, the duty holder will need to make decisions based on the hazards facing the installation during these periods. These considerations will contribute to the demonstration required under Schedule 5 of SCR.

69 Where dismantling occurs following a significant delay after decommissioning, it is expected that the structure will be maintained so that the eventual dismantling process can take place safely.

PART III: FURTHER REQUIREMENTS RELATING TO INSTALLATIONS

Regulation 11 Helicopter landing area

Regulation 11

The duty holder shall ensure that every helicopter landing area forming part of an installation -

(a) is large enough, and has sufficient clear approach and departure paths, to enable any helicopter intended to use the landing area safely to land thereon and to take off therefrom in any wind and weather conditions permitting helicopter operations; and
(b) is otherwise of a design and construction adequate for its purpose.

Guidance 11

70 The duty holder should take into account during the design phase not only the capacity of the helicopter landing area to accommodate the largest type of helicopter intended for normal use, but also situations where it is reasonably foreseeable that a larger and heavier helicopter might need to use it, eg in an emergency.

71 Detailed guidance on the location of helidecks, necessary markings, lighting and protection of obstacle-free environment, effect of air turbulence and temperature gradient, is contained within the guidance document CAP 437, published by the CAA.

Regulation 12 Additional requirements

Regulation 12

(1) Subject to paragraph (3), the duty holder shall ensure that the additional requirements set out in Schedule 1 are complied with in relation to an installation, while it is in use, unless in the case of any such requirement it would not prejudice the health, safety or welfare of any person if it were not complied with.

(2) While there are persons on a fixed installation which is -

(a) being completed at the place where it is to be operated; or
(b) being decommissioned or dismantled,

the duty holder shall ensure that such of the requirements contained in Schedule 1 are complied with, and to such extent, as is reasonably practicable in the circumstances.

(3) In the case of an installation which was commissioned before the coming into force of these Regulations it shall be sufficient compliance with paragraph (1) where the additional requirements are complied with in each case as soon as possible and no later than 3rd November 1999.

(4) The requirements contained in this regulation shall apply without prejudice to the requirements of the other relevant statutory provisions relating to the installation.

Guidance 12

72 Regulation 12(1) is intended to apply the provisions of Schedule 1 whenever required by the features of the workplace, the activity, the circumstances or a specific risk. If, in any particular case, a risk mentioned within Schedule 1 would not be capable of arising, then the relevant requirements of Schedule 1 would not need to be met.

Guidance

12

73 The relevant requirements of Schedule 1 apply to an installation while it is in use. Therefore in the case of Normally Unattended Installations, compliance with the relevant requirements of Schedule 1 becomes necessary whenever the installation has people on it, unless they are involved in such activities as covered by regulation 12(2).

74 Regulation 12(2) allows for qualification of Schedule 1 in relation to people engaged in the final completion of an installation, ie the stages prior to its coming into use, and those engaged in the decommissioning or dismantling of an installation. Such activities would be temporary and lead to circumstances in which it is acknowledged that full compliance with some parts of Schedule 1 would be impossible.

75 Regulation 12(3) describes the transitional provisions for installations commissioned before the Regulations came into force. The term 'commissioned', in relation to this regulation, means when the installation came into use.

76 Regulation 12(4) relates to the relationship between Schedule 1 and other relevant statutory provisions within other health and safety regulations. Any requirement made by other regulations in relation to matters also covered here is not amended by the Schedule 1 requirement.

77 Schedule 1 is largely derived from the Extractive Industries (Boreholes) Directive (EID) 92/91/EEC and many of its requirements are worded almost exactly as in the Directive. The requirements contained in Schedule 1 are broadly equivalent to the onshore Workplace (Health, Safety and Welfare) Regulations 1992 (SI 1992/3004).[15]

PART V: MISCELLANEOUS

Regulation 22 Defence

Regulation

22

(1) In any proceedings for an offence for a contravention of any of the provisions of regulations 5 and 6 it shall, subject to paragraphs (2) and (3), be a defence for the person charged to prove -

(a) that the commission of the offence was due to the act or default of another person not being one of his employees (hereinafter called "the other person"); and
(b) that he took all reasonable precautions, and exercised all due diligence, to avoid the commission of the offence.

(2) The person charged shall not, without the leave of the court, be entitled to rely on the defence in paragraph (1) unless, within a period ending seven clear days -

(a) before the hearing to determine mode of trial, where the proceedings are in England or Wales; or
(b) before the trial, where the proceedings are in Scotland,

he has served on the prosecutor a notice in writing giving such information identifying or assisting in the identification of the other person as was then in his possession.

(3) For the purpose of enabling the other person to be charged with and convicted of the offence by virtue of section 36 of the 1974 Act, a person who

Regulation 22

establishes a defence under this regulation shall nevertheless be treated for the purposes of that section as having committed the offence.

Regulation 23 Certificates of exemption

Regulation 23

(1) Subject to paragraph (2) and to any of the provisions imposed by the Communities in respect of the encouragement of improvements in the safety and health of workers at work, the Executive may, by a certificate in writing, exempt any person, installation, well or class of persons, installations or wells from any requirement or prohibition imposed by these Regulations and any such exemption may be granted subject to conditions and with or without limit of time and may be revoked by a certificate in writing at any time.

(2) The Executive shall not grant any such exemption unless, having regard to the circumstances of the case and, in particular, to -

(a) the conditions, if any, which it proposes to attach to the exemption; and
(b) any other requirements imposed by or under any enactments which apply to the case,

it is satisfied that the health and safety of persons who are likely to be affected by the exemption will not be prejudiced in consequence of it.

Regulation 24 Transitional provision

Regulation 24

Regulation 24 no longer has effect and has not been reproduced in this guide.

Regulation 25 Repeal of section 3 of the Mineral Workings (Offshore Installations) Act 1971

Regulation 25

Section 3 of the Mineral Workings (Offshore Installations) Act 1971[(a)] is hereby repealed.

(a) 1971 c.61.

Regulation 26 Modification of the Offshore Installations (Safety Case) Regulations 1992

Regulation 26

The 1992 Regulations shall have effect subject to the modifications specified in Schedule 2.

Regulation 27 Revocation

Regulation 27

The instruments specified in column 1 of Schedule 3 are hereby revoked to the extent specified in column 3 of the Schedule.

Schedule 1 Additional requirements

Regulation 12

Organisation of the installation

Schedule 1, para 1

1 The layout and configuration of an installation, including its plant, shall be such that risks to persons on it are reduced to the lowest level that is reasonably practicable.

Guidance Schedule 1, para 1

79 When designing workplaces they should be organised to allow, as far as reasonably practicable, work to be carried out safely, taking into account the general layout of equipment. For floating installations, arrangements should be suitable having regard to the movement of the installation and any inclination which may arise.

80 The duty holder needs to consider matters such as safe access for maintenance, the relative location of working and accommodation areas and hazardous plant, and specific requirements for areas with specific hazards such as crane operations.

Schedule 1, para 2

2 An installation shall be kept sufficiently clean, with any hazardous substances or deposits removed or controlled in order not to endanger the health and safety of persons on the installation.

Guidance Schedule 1, para 2

81 The appropriate standard of cleanliness will depend on the use of the workplace. Washable surfaces, and high standards of cleanliness, may be essential for the purposes of infection control and hygiene in some areas, such as sick bays and galley areas.

Schedule 1, para 3

3 Arrangements shall exist for the collection at source and removal, in such a way that persons are not at risk, of harmful substances which could accumulate in the atmosphere.

Guidance Schedule 1, para 3

82 Harmful substances include dust and vapours. Although collection at source and removal are not mandatory under the Control of Substances Hazardous to Health Regulations 1994 (COSHH),[16] measures taken to prevent or control exposure to substances hazardous to health in order to comply with COSHH may be adequate to comply with this requirement also.

Schedule 1, para 4

4 Workstations must be designed and constructed with a view to the safety and ease of action of persons at work, taking into account the need for them to carry out activities there.

Guidance Schedule 1, para 4

83 When designing and constructing workplaces and workstations, it may be helpful to consider ergonomic principles such as the ease of reach of work materials and frequently used equipment or controls, without undue bending or stretching.

84 Sufficient clear and unobstructed space at each workstation needs to be provided to enable the work to be done safely, allowing for manoeuvring and positioning of equipment.

85 This requirement covers all workstations. Workstations where visual display units, process control screens, microfiche readers and similar display units are used are additionally subject to the Health and Safety (Display Screen Equipment) Regulations 1992 (SI 1992/2792).[17]

Ventilation of enclosed workplaces

Schedule

1, paras 5-8

5 A supply of fresh or purified air shall be maintained in enclosed workplaces which is sufficient, having regard to the working methods used and the physical demands placed on the persons at work.

6 If a mechanical ventilation system is used, it must be maintained in working order. Any breakdown must be indicated by a control system where this is necessary for the health of persons on the installation.

7 If air-conditioning or mechanical ventilation systems are used, they must operate in such a way that persons are not exposed to draughts which cause discomfort.

8 Any deposit or dirt likely to create an immediate danger to the health of persons by polluting the atmosphere must be removed without delay.

Guidance

Schedule 1, paras 5-8

86 These requirements cover general workplace ventilation, not local exhaust ventilation for controlling employees' exposure to substances hazardous to health, which is covered by COSHH and paragraph 82 of this guidance.

87 In the context of paragraph 6 of Schedule 1, 'working order' means that the equipment should work as designed or intended and continue to fulfil its health and safety function.

Schedule

1, paras 9-11

Room temperature

9 During working hours, the temperature in enclosed workplaces must be reasonable, having regard to the working methods being used and the physical demands placed on the persons at work.

10 The temperature in rest areas, changing rooms, rooms containing facilities for washing, lavatories, mess-rooms, galleys and sick bays must be appropriate to the particular purpose of such areas.

11 Sunlight let into workplaces via any window or skylight shall not be excessive, having regard to the nature of the work and the workplace.

Guidance Schedule 1,paras 9-11

88 The temperature in rooms used as workplaces needs to provide reasonable comfort without the need for special clothing.

Schedule

1, paras 12-14

Floors, walls and ceilings of rooms

12 The floors of workplaces must have no dangerous bumps, holes or slopes and must be fixed, stable and not made of material which is or is liable to become slippery.

13 Enclosed workplaces must be adequately insulated against heat, bearing in mind the type of undertaking involved and the physical activity of the persons at work.

14 The surfaces of floors, walls and ceilings in rooms must be such that they can be cleaned or refurbished to an appropriate standard of hygiene.

Guidance Schedule 1, paras 12-14

89 The 'appropriate standard of hygiene' referred to in paragraph 14 will vary according to the area of the workplace and the work being carried on there. See also the guidance at paragraph 81.

Schedule

1, paras 15-20

Transparent or translucent surfaces

15 Every window or other transparent or translucent surface in a wall or partition and every transparent or translucent surface in a door or gate shall, where necessary for reasons of health and safety -

(a) be of safety material or be protected against breakage of the transparent or translucent material; and
(b) be appropriately marked or incorporate features so as, in either case, to make it apparent.

Roofs

16 Access to roofs made of materials of insufficient strength must not be permitted unless equipment is provided to ensure that the work can be carried out in a safe manner.

Natural and artificial lighting

17 Every workplace must be provided throughout with lighting capable of supplying illumination sufficient to ensure the health and safety of persons therein.

18 Workplaces must, as far as possible, receive sufficient natural light and be equipped, taking into account climatological conditions, with artificial lighting adequate for the protection of safety and health.

19 Lighting installations in workplaces and in passageways must be placed in such a way that the type of lighting does not present a risk of accident.

20 Workplaces in which persons are especially exposed to risks in the event of failure of artificial lighting must be provided with emergency lighting of adequate intensity.

Guidance

Schedule 1, paras 17-20

90 Workstations should be sited to take advantage of the available natural light. If it is impractical (by either cost or circumstances) for workplaces to be lit by natural light, then they should be suitably lit by artificial light.

91 The Offshore Installations (Prevention of Fire and Explosion, and Emergency Response) Regulations 1995 (PFEER)[9] (SI 1995/743) and associated guidance cover in more detail the provision of adequate lighting for emergencies requiring evacuation, escape and rescue.

Schedule

1, paras 21-22

Windows and skylights

21 Windows, skylights and ventilation devices which are meant to be opened, adjusted or secured must be designed so that these operations can be carried out safely. They must not be positioned so as to constitute a hazard when open.

22 It must be possible to clean windows and skylights without undue risk.

Guidance

Schedule 1, paras 21-22

92 There are various ways of minimising the risks associated with cleaning windows, especially those situated out of reach from the ground. These include fitting windows which can be cleaned safely from the inside; fitting access equipment such as suspended cradles or travelling ladders with an attachment for a safety harness; providing suitable conditions for the future use of mobile access equipment; suitable and suitably placed anchorage points for safety harnesses.

Schedule

1, paras 23-30

Doors and gates

23 The position, number and dimensions of doors and gates, and the materials used in their construction shall be determined by reference to the nature of and use of the rooms or areas.

24 Transparent doors must be appropriately marked at a conspicuous level.

25 Swing doors and gates must be transparent or have see-through panels.

26 Sliding doors must be fitted with a safety device to prevent them from being derailed and falling over unexpectedly.

27 Doors and gates opening upwards must be fitted with a mechanism to secure them against falling back unexpectedly.

28 Doors for pedestrians must be provided in the immediate vicinity of any gates intended essentially for vehicle traffic, unless it is safe for pedestrians to pass through; such doors must be clearly marked and left permanently unobstructed.

29 Power-operated doors and gates must function without risk of accident to workers. They must be fitted with easily identifiable and accessible emergency shutdown devices and, in the event of a power failure, it must be possible to operate them by hand.

30 When chains or similar devices are used to prevent access at any place, these should be clearly visible and appropriately identified by signs denoting any prohibitions or warning.

Guidance

Schedule 1, paras 23-30

93 Power-operated doors and gates should have safety features to prevent people being injured as a result of being stuck or trapped. Safety features might, where appropriate, include a sensitive edge, or other suitable detector, and associated trip device to stop, or reverse, the motion of the door or gate when obstructed; a device to limit the closing force so that it is insufficient to cause injury; an operating control which must be held in position during the whole of the closing motion. The above guidance may not be entirely applicable to power-operated watertight sliding doors which need to be closed in order to prevent progressive flooding in an emergency. Doors for use in an emergency should meet the requirements of PFEER.

Schedule

1, paras 31-35

Traffic routes

31 It must be possible to reach workplaces without danger and leave them quickly and safely in an emergency.

32 Traffic routes must be sufficient in number, in suitable positions, and of sufficient size to ensure easy, safe and appropriate access for pedestrians or vehicles in such a way as not to endanger persons at work in the vicinity of these traffic routes, having regard to the number of potential users and the type of undertaking.

33 If means of transport are used on traffic routes, a sufficient safety clearance must be provided for pedestrians.

34 Sufficient clearance must be allowed between vehicle traffic routes and doors, gates, passages for pedestrians, corridors and staircases.

35 Traffic routes must be clearly identified for the protection of persons.

Guidance

Schedule 1, paras 31-35

94 Consideration needs to be taken of any stairways that may form traffic routes. They need to be designed in accordance with recognised standards and not be too steep.

95 PFEER provide for arrangements to be made so that in an emergency, persons can safely access muster areas, temporary refuge, and evacuation and escape points.

Schedule

1, para 36

Danger areas

36 If the workplaces contain danger areas in which, owing to the nature of the work, there are risks including that of the worker or objects falling, the places must be equipped, as far as possible, with devices preventing unauthorised workers from entering those areas.

Guidance

Schedule 1, para 36

96 Delineation of potentially dangerous areas may take the form of appropriate barriers which should be clearly marked and visible. It may also be helpful to consider the guidance to the Health and Safety (Safety Signs and Signals) Regulations (SI 1996/341)[18] on the signposting of potentially dangerous areas. Any electronic or mechanical devices used need to be regularly inspected and tested and any defects repaired.

97 Consideration needs to be given to the nature of the risk as other regulations may be applicable. For example, workplaces containing areas where radiography is carried out would be subject to the requirements of the Ionising Radiation Regulations 1985 (SI 1985/1333).[19]

Schedule

1, paras 37-43

Room dimensions and air space in rooms - freedom of movement in the workstation

37 Enclosed workplaces must have sufficient surface area, height and air space to allow workers to perform their work without risk to their safety, health or welfare.

38 The dimensions of the unoccupied area at the workstation must allow workers sufficient freedom of movement and enable them to perform their work safely.

Rest rooms

39 Where the safety or health of workers, in particular because of the type of activity carried out, or the presence of more than a certain number of workers, so requires, workers must be provided with an easily accessible rest room.

40 Paragraph 39 does not apply if the workers are employed in offices or similar workplaces providing equivalent relaxation during breaks.

41 Rest rooms must be large enough and equipped with an adequate number of tables and seats with backs for the number of workers.

42 If working hours are regularly and frequently interrupted and there is no rest room, other rooms must be provided in which workers can stay during such interruptions, wherever this is required for the safety or health of workers.

43 Appropriate measures should be taken for the protection of non-smokers in the rooms referred to in paragraphs 41 and 42 against discomfort caused by tobacco smoke.

Guidance

Schedule 1, paras 37-43

98 Rest areas and rest rooms should be arranged to enable workers to use them without experiencing discomfort from tobacco smoke. Methods of achieving this include the provision of separate areas or rooms for smokers and non-smokers; or the prohibition of smoking in rest areas and rest rooms.

99 In paragraph 42 the reference to 'regular and frequent interruption' covers sustained interruptions to work, during which alternative tasks cannot be undertaken.

Schedule

1, paras 44-46

Outdoor workplaces

44 Workstations, traffic routes and other areas outdoors which are used or occupied by the workers in the course of their work must be organised in such a way that pedestrians and vehicles can circulate safely.

45 Workplaces outdoors must be adequately lit by artificial lighting if daylight is not adequate.

46 When workers are employed at workstations outdoors, such workstations must as far as possible so that workers -

(a) are protected against inclement weather conditions and if necessary against falling objects;
(b) are not exposed to harmful noise levels;
(c) are able to leave their workstations swiftly in the event of danger or are able to be rapidly assisted; and
(d) cannot slip or fall.

Guidance

Schedule 1, paras 44-46

100 For the times when outdoor work may be necessary, suitable protection should be provided for those workers outside. This may be by the layout of equipment, so that plant which may need to be kept in operation during adverse weather is sited in sheltered areas, if reasonably practicable; or, as a last resort, the provision of suitable weatherproof clothing and equipment to workers required to remain outside.

101 Workers should also be protected from injury caused by falling objects. Where reasonably practicable this should be by measures other than the provision of personal protective equipment, eg by taking preventive measures. These may include the stacking of materials and objects in such a way that they are not likely to fall or cause injury. Racking needs to be of adequate strength and stability having regard to the loads placed upon it and its vulnerability to damage.

102 The design and layout of workstations should allow workers to leave them quickly in the event of danger (which may not always amount to a full-scale evacuation situation). See also paragraph 95 of this guidance.

Schedule

1, para 47

Pregnant women and nursing mothers

47 Pregnant women and nursing mothers must be able to lie down to rest in appropriate conditions.

Guidance

Schedule 1, para 47

103 In accordance with the qualification included within DCR regulation 12(1) (see paragraph 72 of this guidance), this provision will only apply to offshore installations when pregnant women or nursing mothers are present or expected to be present there.

Schedule

1, para 48

People with disabilities

48 The arrangement of an installation shall take due account of the health, safety and welfare of any persons with disabilities who may work on it.

Guidance

Schedule 1, para 48

104 In accordance with the qualification included within DCR regulation 12(1) (see paragraph 72 of this guidance), this provision will only apply to offshore installations when people with disabilities are present or expected to be present there.

Schedule

1, paras 49-56

Sanitary facilities

49 Appropriate changing rooms must be provided for workers if they have to wear special work clothes and where, for reasons of health or propriety, they cannot be expected to change in another room.

50 Changing rooms must be easily accessible, be of sufficient capacity and be provided with seating.

51 Changing rooms must be sufficiently large and have facilities to enable each worker to lock away his clothes during working hours.

52 If circumstances so require, lockers for work clothes must be separate from those for ordinary clothes.

53 Provisions must be made to enable wet work clothes to be dried.

54 Provision must be made for separate changing rooms or separate use of changing rooms for men and women.

55 If changing rooms are not required under paragraph 49, each worker must be provided with a place to store his clothes.

Showers and washing facilities

56 In addition to those facilities provided in any accommodation area, suitable showers and washing facilities must, if necessary, be provided in the vicinity of workstations.

Guidance

Schedule 1, para 56

105 Showers and washing facilities should be provided in the vicinity of workstations if the nature of the work to be carried on there could result in workers becoming dirty or where there is risk of contamination with hazardous substances.

Schedule

1, paras 57-58

Lavatories and washbasins

57 In addition to those facilities provided in any accommodation, lavatories and washbasins must, if necessary, be provided in the vicinity of workstations.

58 Provision must be made for separate lavatories or separate use of lavatories for men and women.

Guidance

Schedule 1, paras 57-58

106 Lavatories and washbasins, additional to those provided in the accommodation area, should be provided in the vicinity of workstations if the accommodation area is not conveniently accessible from the workstation or where the nature of the work means that workers need to shower and change before entering the accommodation area.

Schedule

1, paras 59-61

Accommodation

59 If the nature, scale and duration of operations so require, persons on the installation shall be provided with accommodation which is -

(a) suitably provided with ventilation, heating and lighting;
(b) protected against noise, smells and fumes likely to be hazardous to health from other areas, and against inclement weather; and
(c) separate from any workstation and located away from dangerous areas.

60 Accommodation must contain sufficient beds or bunks for the number of persons expected to sleep on the installation.

61 Any room designated as sleeping accommodation -

(a) must not be overcrowded;
(b) must contain adequate space for the occupants to store their clothes; and
(c) shall, so far as is reasonably practicable, be occupied only by such number of persons as is consistent with reasonable privacy and comfort, having regard to the features of the room.

Guidance

Schedule 1, paras 59-61

107 These requirements allow for continuous improvement in accommodation standards on offshore installations.

108 In the interests of health and welfare, the provision of sleeping accommodation on any new installations coming into use after these Regulations come into force should be consistent with the goal of continuous improvement and should be based on the principles of adequate space, quality and privacy, eg single/double occupancy cabins with en-suite facilities between two cabins.

109 For existing installations, similar provision should be aimed for at the earliest opportunity. If lack of space or other technical limitations mean that this provision cannot be fully met then duty holders should make the best use of what is available. Where an installation provides specialised accommodation support to another, for example a flotel, it is recommended that the accommodation is based on no more than two persons per cabin.

110 For Normally Unattended Installations when it is reasonably foreseeable that people will be required to be accommodated on them, dedicated sleeping facilities that are suitable and adequate for the purpose should be provided.

111 The requirement for sufficient beds to be provided extends to ensuring that each person on the installation is not required to share his or her bed. Rotation of shift patterns needs to take this into account.

112 The requirement that any room designated as accommodation should not be overcrowded covers more than just the number of people who use the room and the level of occupancy. As well as providing adequate space for the occupants to store their clothes, it may be helpful to consider the following:

- there needs to be sufficient space to allow for reasonable access to the facilities within the room;
- disturbance to sleeping occupants by others using the facilities within the room, or using the adjacent corridors and rooms, needs to be avoided so far is as reasonably practicable; and
- allowance needs to be given for the room to be cleaned at suitable intervals without disturbance to sleeping occupants.

Guidance

Schedule 1, paras 59-61

113 As far as is reasonably practicable, occupants should be afforded a sufficient degree of privacy and comfort. To meet this requirement, consideration should be taken of the numbers of people occupying the room and also the layout and features of the room.

Schedule

1, paras 62-66

62 Accommodation must include a sufficient number of showers and washing facilities equipped with clean hot and cold running water.

63 Showers must be sufficiently spacious to permit each worker to wash without hindrance in suitably hygienic conditions.

64 Accommodation must be equipped with a sufficient number of lavatories and washbasins.

65 Where there are both men and women on an installation there shall be separate -

(a) sleeping rooms;
(b) shower rooms, or provision for separate use of shower rooms; and
(c) lavatories and washbasins, or provision for separate use of lavatories and washbasins,

for men and women.

66 Accommodation and its plant must be maintained to adequate standards of hygiene.

Guidance

Schedule 1, paras 62-66

114 Arrangements should be made to ensure that rooms containing sanitary conveniences or washing facilities are kept clean. The frequency and thoroughness of cleaning should be adequate for this purpose. The internal walls and floors of the facilities should normally have a surface which permits wet cleaning. Responsibility for cleaning should be clearly established.

Schedule

1, para 67

Noise and vibration of plant

(1) Measures shall be taken to ensure that the exposure of a person on an installation to a risk to his health or safety from vibration of plant shall be prevented or, where that is not reasonably practicable, adequately controlled.

(2) The measures required by sub-paragraph (1) shall, so far as is reasonably practicable, be measures other than the provision of personal protective equipment.

Guidance

Schedule 1, para 67

115 Although it is preferable in the first place to use plant which does not produce vibration to the extent that it could injure health, in the cases where this cannot be avoided, measures should be taken to reduce or eliminate its harmful effects. These could include insulation or enclosure of the machinery, isolation of machinery, or control of workers' exposure to the hazard.

116 The other noise provisions in DCR (Schedule 1 paragraphs 46(b) and 59(b)) will remain. Paragraph 46(b) deals with the arrangement of outdoor workplaces to avoid exposure to harmful noise levels, which is more specific than the Noise at Work Regulations 1989 (NAWR).[20] Paragraph 59(b) goes beyond NAWR in that it deals with noise-induced illness other than hearing damage (eg stress-related conditions arising from noise exposure).

Schedule

3

Schedule 3 Revocation

Regulation 27

(1) ***Title***	*(2)* ***Reference***	*(3)* ***Extent of revocation***
The Offshore Installations (Construction and Survey) Regulations 1974	SI 1974/289	The whole Regulations
The Offshore Installations (Operational Safety, Health and Welfare) Regulations 1976	SI 1976/1019	Regulations 4 and 5; in regulation 6(1) the words "without prejudice to the generality of regulation 5 above"; regulations 14 and 15; Parts I and II of Schedule 1; and Schedule 4
The Offshore Installations (Well Control) Regulations 1980	SI 1980/1759	The whole Regulations
The Offshore Installations (Well Control) (Amendment) Regulations 1991	SI 1991/308	The whole Regulations

Appendix 1 Health and Safety Executive Offshore Safety Division Offices

Aberdeen	Lord Cullen House, Fraser Place, Aberdeen AB25 3UB
Bootle	Redgrave Court, Merton Road, Bootle, Merseyside L20 7HS
Norwich	Rosebery Court, 2nd Floor, St Andrew's Business Park, Norwich, Norfolk NR7 0HS

Appendix 2 References

1 *The Offshore Installations and Wells (Design and Construction, etc) Regulations 1996* SI 1996/913 1996 The Stationery Office ISBN 0 11 054451 X

2 *A guide to the well aspects of the Offshore Installations and Wells (Design and Construction etc) Regulations 1996. Guidance on Regulations* L84 HSE Books 1996 ISBN 0 7176 1194 9

3 *The Offshore Installations (Construction and Survey) Regulations 1974* SI 1974/289 1974 The Stationery Office ISBN 0 11 040289 8

4 *The Public Enquiry into the Piper Alpha Disaster* (Cullen Report) Cm 1310 1990 Department of Energy The Stationery Office ISBN 0 10 113102 X (2 volumes)

5 Council Directive 92/91/EEC of 3 November 1992 concerning the minimum requirements for improving the safety and health protection of workers in the mineral-extracting industries through drilling (eleventh individual Directive within the meaning of Article 16(1) of Directive 89/391/EEC), *Official Journal of The European Communities No. L348*, 28.11.92, p.9, available from HMSO Books (Agency Section)

6 *Health and Safety at Work Act 1974 Ch37* The Stationery Office 1974 ISBN 0 10 543774 3

7 *Management of health and safety at work. Management of Health and Safety at Work Regulations 1999. Approved Code of Practice and guidance* L21 (Second edition) HSE Books 2000 ISBN 0 7176 2488 9

8 *A guide to the Offshore Installations and Pipeline Works (Management and Administration) Regulations 1995. Guidance on Regulations* L70 (Second edition) HSE Books 2002 ISBN 0 7176 2572 9

9 *Prevention of fire and explosion and emergency response on offshore installations. Offshore Installations (Prevention of Fire and Explosion and Emergency Response) Regulations 1995. Approved Code of Practice and guidance* L65 HSE Books 1997 ISBN 0 7176 1386 0

10 *Safe use of work equipment. Provision and Use of Work Equipment Regulations 1998. Approved Code of Practice and guidance* L22 (Second edition) HSE Books 1998 ISBN 0 7176 1626 6

11 *The Supply of Machinery (Safety) Regulations 1992* SI 1992/3073 1992 The Stationery Office ISBN 0 11 025719 7

The Supply of Machinery (Safety) (Amendment) Regulations 1994 SI 1994/2063 1994 The Stationery Office ISBN 0 11 045063 9

12 *CAP 437: Offshore Helicopter Landing Areas: A Guide to Criteria, Recommended Minimum Standards and Best Practice* 1993 (2nd edition) CAA ISBN 0 86039 558 8

13 *The Pipeline Safety Regulations 1996* SI 1996/825 1996 The Stationery Office ISBN 0 11 054373 4

14 *A guide to the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995* L73 (Second edition) HSE Books 1999 ISBN 0 7176 2431 5

15 *Workplace health, safety and welfare. Workplace (Health, Safety and Welfare) Regulations 1992. Approved Code of Practice* L24 HSE Books 1992 ISBN 0 7176 0413 6

16 *The Control of Substances Hazardous to Health Regulations 2002* SI 2002/2677 The Stationery Office ISBN 0 11 042919 2

17 *Work with display screen equipment. Health and Safety (Display Screen Equipment) Regulations 1992 as amended by the Health and Safety (Miscellaneous Amendments) Regulations 2002. Guidance on Regulations* L26 (Second edition) HSE Books 2003 ISBN 0 7176 2582 6

18 *Safety signs and signals. The Health and Safety (Safety Signs and Signals) Regulations 1996. Guidance on Regulations* L64 HSE Books 1996 ISBN 0 7176 0870 0

19 *The Ionising Radiation Regulations 1999* SI 1999/3232 1999 The Stationery Office ISBN 0 11 085614 7

20 *Reducing noise at work. Guidance on the Noise at Work Regulations 1989* L108 HSE Books 1998 ISBN 0 7176 1511 1

Appendix 3 Other useful published guidance, regulations, reports etc

The Control of Asbestos at Work Regulations 1987 SI 1987/2115 1987 HMSO ISBN 0 11 078115 5

Control of lead at work. Control of Lead at Work Regulations 2002. Approved Code of Practice and guidance L132 (Third edition) HSE Books 2002 ISBN 0 7176 2565 6

Legionnaires' disease. The control of legionella bacteria in water systems. Approved Code of Practice and guidance L8 (Third edition) HSE Books 2000 ISBN 0 7176 1772 6

Diving Safety Memoranda (various): occasional series of notices on safety matters relating to diving operations. Current listing available from HSE Offshore Safety Division

Understanding ergonomics at work: Reduce accidents and ill health and increase productivity by fitting the task to the worker Leaflet INDG90(rev2) HSE Books 2003 (single copy free or priced packs of 15 ISBN 0 7176 2599 0)

Health care and first aid on offshore installations and pipeline works. Offshore Installations and Pipeline Works (First Aid) Regulations 1989. Approved Code of Practice and guidance L123 HSE Books 2000 ISBN 0 7176 1851 X

Control of substances hazardous to health (Fifth edition). The Control of Substances Hazardous to Health Regulations 2002 (as amended). Approved Code of Practice and guidance L5 (Fifth edition) HSE Books 2005 ISBN 0 7176 2981 3

A guide to the Offshore Installations (Safety Case) Regulations 1992. Guidance on Regulations L30 (Second edition) HSE Books 1998 ISBN 0 7176 1165 5

The Health and Safety at Work etc Act 1974 (Application Outside Great Britain) Order 1995 SI 1995/263 1995 HMSO ISBN 0 11 052413 6

Manual handling. Manual Handling Operations Regulations 1992 (as amended). Guidance on Regulations L23 (Third edition) HSE Books 2004 ISBN 0 7176 2823 X

The Offshore Safety Act 1992 1992 HMSO ISBN 0 10 541592 8

Offshore Installations: Guidance on design, construction and certification (4th edition) (Consolidated Edition) 1993* HMSO 1993 ISBN 0 11 882116 4

Offshore Safety (Repeals and Modifications) Regulations 1993 SI 1993/1823 1993 HMSO ISBN 0 11 034823 0

Offshore Technology Reports (various): reports of research studies commissioned by HSE Offshore Safety Division

Personal protective equipment at work. Personal Protective Equipment at Work Regulations 1992. Guidance on Regulations L25 HSE Books 1992 ISBN 0 7176 0415 2

The Prevention or Control of Legionellosis including Legionnaire's Disease. Approved Code of Practice L8 1995 HSE Books ISBN 0 7176 0732 1

Safety and Operations Notices (various): occasional series of notices on specific/ technical offshore safety matters. Only available on subscription from HSE Books

Health and safety in roof work HSG33 (Second edition) HSE Books 1998 ISBN 0 7176 1425 5

Safety Representatives and Safety Committees on Offshore Installations Guidance Notes HMSO 1989 ISBN 0 11 412954 1

Seating at work HSG57 (Second edition) HSE Books 1997 ISBN 0 7176 1231 7

Sound solutions: Techniques to reduce noise at work HSG138 HSE Books 1995 ISBN 0 7176 0791 7

Successful health and safety management HSG65 (Second edition) HSE Books 1997 ISBN 0 7176 1276 7

Upper limb disorders in the workplace HSG60 (Second edition) HSE Books 2002 ISBN 0 7176 1978 8

Work with asbestos insulation, asbestos coating and asbestos insulating board. Control of Asbestos at Work Regulations 2002. Approved Code of Practice and guidance L28 (Fourth edition) HSE Books 2002 ISBN 0 7176 2563 X

* This guidance is currently being reviewed by HSE and some, or all, of it may be withdrawn or replaced in the future.

Further information

For information about health and safety, or to report inconsistencies or inaccuracies in this guidance, visit www.hse.gov.uk/. You can view HSE guidance online and order priced publications from the website. HSE priced publications are also available from bookshops.

The Stationery Office publications are available from The Stationery Office, PO Box 29, Norwich NR3 1GN Tel: 0870 600 5522 Fax: 0870 600 5533 email: customer.services@tso.co.uk Website: www.tsoshop.co.uk/ (They are also available from bookshops.) Statutory Instruments can be viewed free of charge at www.legislation.gov.uk/.