

To Deans, HoFAs, HOSs, Directors of Research Institutes

From Dr Melanie Taylor, Head of Safety Services

Date 8 May 2014

cc Mr W Spinks, Prof N Thakker, Dr D Barker, School Safety Advisors, Safety Representatives

Reference Safety Circular 2/2014

New health & safety arrangements chapters and webpage

Please note that:

- (1) The University Safety, Health & Environment Committee has recently approved new arrangements chapters. Please ensure that your local safety committee members are informed and have the opportunity to discuss their implications for your school/directorate.
- (2) New webpages for Safety Services were launched on 6 May 2014 and links to the old pages will break.

Following consultation with interested parties across the University, three new arrangements chapters have been approved:

- Chapter 16 – on student placements (including Medical School StEPs). This outlines the principles of managing health & safety issues for students on study and work placements, and allows schools and directorates the flexibility to continue with, or develop, school-specific arrangements to suit the local range of placement types.
- Chapter 30 – on emergency evacuations of staff, students and visitors with disabilities, with links to PEEP questionnaires.
- Chapter 31 – on good and poor practice in delegating health and safety work.

The new Safety Services homepage url is <http://www.healthandsafety.manchester.ac.uk/>. Your local safety advisors have been informed about the implications for existing links and how to optimize these in future. We are working with the Radiation Safety Unit to transfer their documents onto their own webpages. We will maintain the old webpage with just their documents on it, until their new site is ready. Important changes to Chapter 25 (Ionising Radiation) are being communicated separately.

Dr Melanie Taylor
Head of Safety Services