

SCHEDULE 1

Regulation 12

Additional requirements

Organisation of the installation

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.
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.
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.
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.

Ventilation of enclosed workplaces

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.

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.

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.

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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.

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.

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 back 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.

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.

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.

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.

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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 be arranged 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.

Pregnant women and nursing mothers

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

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.

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. Provision 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.

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.

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.

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.

Noise and vibration of plant

67.—(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 noise or 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.