

Legal duties - What they mean to you

Reason	You should be aware of your legal duties. You cannot comply with the law if you are not aware of what it says.
Outline	This talk explains the legal duties of employees under the Health and Safety at Work etc. Act 1974 and secondary legislation in the form of regulations.



Health and Safety Law

What you need to know

All workers have a right to work in places where risks to their health and safety are properly controlled. Health and safety is about stopping you getting hurt at work or ill through work. Your employer is responsible for health and safety, but you must help.



What employers must do for you

- 1 Decide what could harm you in your job and the precautions to stop it. This is part of risk assessment.
- 2 In a way you can understand, explain how risks will be controlled and tell you who is responsible for this.
- 3 Consult and work with you and your health and safety representatives in protecting everyone from harm in the workplace.
- 4 Free of charge, give you the health and safety training you need to do your job.
- 5 Free of charge, provide you with any equipment and protective clothing you need, and ensure it is properly looked after.



What you must do

- 6 Provide toilets, washing facilities and drinking water.
- 7 Provide adequate first aid facilities.
- 8 Report injuries, diseases and dangerous incidents at work to our Incident Contact Centre: **0845 300 9923**
- 9 Have insurance that covers you in case you get hurt at work or ill through work. Display a hard copy or electronic copy of the current insurance certificate where you can easily read it.
- 10 Work with any other employers or contractors sharing the workplace or providing employees (such as agency workers), so that everyone's health and safety is protected.

If there's a problem

- 1 If you are worried about health and safety in your workplace, talk to your employer, supervisor, or health and safety representative.
- 2 You can also look at our website for general information about health and safety at work.
- 3 If, after talking with your employer, you are still worried, phone our Infoline. We can put you in touch with the local enforcing authority for health and safety and the Employment Medical Advisory Service. You don't have to give your name.

HSE Infoline:
0845 345 0055

HSE website:
www.hse.gov.uk

Your health and safety representatives:

Other health and safety contacts:

Fire safety

You can get advice on fire safety from the Fire and Rescue Services or your workplace fire officer.

Employment rights
Find out more about your employment rights at:

www.direct.gov.uk



Health and Safety Executive

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Framework of health and safety law

1. The Health and Safety at Work etc. Act 1974 is the primary piece of legislation covering occupational health and safety. It gives the underlying principles of how work activities should be carried out safely.
2. More detailed secondary legislation is provided through the issue of regulations, which also carry the full force of law.
3. The Health and Safety at Work etc. Act and related regulations are enforced by the Health and Safety Executive (HSE) and local authorities.

Your legal duties under the Health and Safety at Work etc. Act

1. You must safeguard your own health and safety and that of others (such as other workers and members of the public) who may be affected by your actions or omissions.
2. You must co-operate with your employer to help them comply with their legal duties.
3. You must not interfere with anything provided for health and safety.

Your legal duties under the regulations

Some of the legal duties imposed on employees by regulations are shown below.

- **General safety.** To follow the training and instructions provided when using machinery, equipment, dangerous substances, transport equipment or safety devices.
Report anything which you believe could endanger your own health or safety or that of others.
- **Information, instruction and training.** Attend a site induction before starting work on a new site, when requested by your employer or principal contractor or when site hazards change.
- **Personal protective equipment (PPE).** You must use PPE in accordance with training and instructions given. Report loss or damage and store correctly after use.
- **Control of substances hazardous to health (COSHH).** You must make use of any control measures provided to enable you to work safely with hazardous substances.
- **Noise.** You must wear hearing protection and take other actions that your employer may decide are necessary to protect your hearing.
- **Manual handling.** You must make use of any system of work provided by your employer to eliminate or reduce the likelihood of manual handling injuries.
- **Electricity.** You must co-operate with your employer and follow instructions with regard to working safely.



Why is it important not to interfere with items provided for your health and safety?
How can you assist your employer to comply with their legal duties?
What should you do if your safety helmet is damaged?
What does co-operate mean?



Now inform your workers of the company policy regarding general health and safety duties.