**HBF Occupational Health & Wellbeing Standard**

***To be developed***

**Guidance on how to meet with the HBF Occupational Health & Wellbeing Standard**

**Draft 001**

|  |  |  |
| --- | --- | --- |
| **Ref** | **Standard** | **Recommendations on Achieving the Standard** |
| **Design** |
| D1 | Prevention of Occupational Hazards through Design | **Prevention through design** is applying methods to minimize [occupational hazards](https://en.wikipedia.org/wiki/Occupational_safety_and_health) early in the design process, with an emphasis on optimizing employee health and safety throughout the [life cycle](https://en.wikipedia.org/wiki/Product_lifecycle) of materials and processes. Examples of hazard controls in order of decreasing effectiveness include:* [Elimination](https://en.wikipedia.org/wiki/Hazard_elimination)
* [Substitution](https://en.wikipedia.org/wiki/Hazard_substitution)
* [Engineering controls](https://en.wikipedia.org/wiki/Engineering_controls)
* [Administrative controls](https://en.wikipedia.org/wiki/Administrative_controls)
* [Personal protective equipment](https://en.wikipedia.org/wiki/Personal_protective_equipment)

Examples of control process include:* Design brief
* Specification of materials
* Hazard identification registers
* Risk Assessment
* Monitoring and reviewing
 |
| **Occupational Health** |
| O1 | Site induction to include occupational health information | Site inductions include information, instruction, awareness etc. for the key occupational health issues relevant to the scope of the work being undertaken.Examples include:* Upper Limb Disorders
* Respiratory Diseases
* Noise Induced Hearing Loss
* Hand and Arm Vibration Syndrome
* Skin Disorders
 |
| O2 | Contractor occupational health enquiry | Have arrangements in place to identify and document contractor’s health issues that may affect their safety and health whilst at work. Examples include:* Diabetes
* Epilepsy
* Heart conditions
* Medicines
* Eyesight
* Hearing
 |
| O3 | Protection from occupational health hazards | Ensure that contractors have and are wearing the appropriate task specific personal protective equipment (PPE) that adequately controls their exposure to occupational health hazards.Examples include:* For noisy environments, equipment etc. wear appropriate hearing protection.
* For work with hazardous substances (e.g. concrete pouring) wear appropriate footwear, overalls, gloves etc.
 |
| O4 | Promote occupational health awareness. | Information to be provided to promote Occupational Health awareness.Examples include:* Upper Limb Disorders
* Respiratory Diseases
* Noise Induced Hearing Loss
* Hand and Arm Vibration Syndrome
* Skin Disorders
* Musculoskeletal disorder

Awareness can include, posters, Tool Box Talks, etc. |
| O5 | Control of dust  | Measures in place to remove, reduce and control dust exposure. Examples include: * Extraction
* Collection
* Suppression
* Exclusion areas/Cutting areas
 |
| O6 | Respiratory Protection  | Arrangements in place to identify contractors who are required to wear respiratory protective equipment (RPE).Selection of RPE considered on the exposure and protection requirements.Face Fit provision in place and records available.  |
| O7 | UV Protection  | Promote awareness of the harmful effects of exposure to UV rays i.e. skin cancer / dehydrationExamples include:* Enforcing long sleeves and trousers
* Drinking Stations
* Regular breaks
* Took Box Talks
* Posters
 |
| **Wellbeing** |
| W1 | Smoking/Vapouring | Where smoking/vapouring is permittedExamples include:* Ensure people only smoke in the designated smoking area
* Provide support and information on cessation
* Raise awareness of health issues
* Protection of non-smoker
 |
| W2 | Promote Healthy eating & drinking | Where site canteens have permanent catering provision, ensure that healthy eating options are made available.Examples include:* Fruits and vegetables
* Non processed meats
* Free range eggs
* Fresh fish and shellfish
* Beans and Legumes
* Low fat yogurts and cheeses
 |
| W3 | Promote Mental Health Awareness | Ensure that mental health support and awareness is promoted.Examples include:* Training
* Mental Health First Aiders/Campions
* Posters
* Information of organisations
* Support mechanisms
* Talks/Tool Box Talks
 |