



Policy Directive

Health And Safety

Policy Identification Number 14/2006

Protective Marking **NOT PROTECTIVELY MARKED**

Policy Ownership:
Department Human Resources
Branch Health and Safety Branch
Author Chief Health and Safety Adviser

Policy Approved By:
Service Executive Service Executive Team
Department or Branch Head Director of Human Resources
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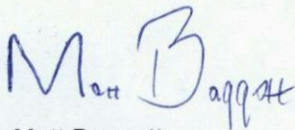
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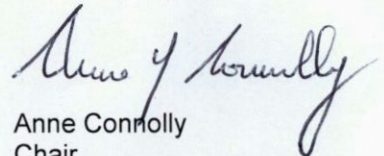
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1. POLICY STATEMENT

- (1) The Police Service of Northern Ireland (the Police Service), and the Northern Ireland Policing Board (NIPB) acknowledges its moral and legal responsibility to ensure, so far as is reasonably practicable, the health, safety and welfare of its employees and all others affected by our work.
- (2) To achieve this, the Police Service and NIPB shall ensure, so far as is reasonably practicable, the provision and maintenance of:
 - (a) safe and healthy working conditions, safe equipment and safe systems of work for all personnel; and
 - (b) such resources, information, training and supervision as is needed for these purposes.
- (3) To this end we will comply fully with the requirements of the Health and Safety at Work (NI) Order 1978 and all other relevant statutory provisions and recognised codes of practice.
- (4) The Police Service and NIPB regards health and safety as an integral part of the management function and all personnel, irrespective of grade or rank, are expected to play a full role in securing the objective of this Policy. The Police Service and NIPB also acknowledges the important role of the Staff Associations in achieving these aims and will maintain full and effective consultation.
- (5) To assist the Police Service and NIPB personnel in meeting its legal obligations the Police Service will provide competent advice on safety and health matters.
- (6) A copy of this statement will be issued to all police personnel. It will be reviewed annually and modified as necessary.



Matt Baggott
Chief Constable
Police Service of Northern Ireland



Anne Connolly
Chair
Policing Board of Northern Ireland

2. INTRODUCTION

(1) Summary

- (a) The general purpose of the Policy is to secure the health, safety and welfare of persons at work, including an aim to involve everyone and make them aware of the importance of these matters.
- (b) This will improve both frontline and support staff safety, which will in turn, ensure the availability of resources to fulfill the Chief Constable's policing functions and the policing objectives of the NIPB.

(2) Application

The Policy is aimed at all levels of the organisation and applies to all full-time and part-time police officers; members of police staff, including associate staff; student officers, secondees to the police and others to whom the police would appear to be the host employer (collectively referred to as police staff).

(3) Legal Basis

The Health and Safety at Work (Northern Ireland) Order 1978 provides a legislative framework to promote, stimulate and encourage high standards of health and safety at work. This is further developed by Regulations made under the Order. Health and Safety legislation was extended to police officers through the introduction of the Police (Health and Safety) (NI) Order 1997.

3. IMPLICATIONS OF THE POLICY

Health and Safety impacts on all aspects and at all levels of the organisation and as a result should be seamlessly integrated into all activities, decision-making processes and management committees. This Policy has been developed to assist in assuring/Human Rights, specifically Article 2 - right to life and Article 8 - right to private and family life with reference to physical integrity/health, safety and welfare. Failure to comply with the Policy, Procedures and Guidance may result in criminal actions against the organisation or an individual. Disciplinary action may be instigated against an individual regardless of criminal action.

(1) Risks

- (a) Failure to fully comply with the Policy may lead to injuries to police staff or others, which may in turn result in disciplinary measures against individuals, or managers.
- (b) Civil actions against the Chief Constable may result from injuries sustained, which may in turn result in financial costs to both corporate and local budgets.
- (c) Criminal action by the Health and Safety Executive NI may also be taken against the organisation or individuals for breaches of health and safety legislation.
- (d) This will improve both frontline and support staff safety, which will in turn, ensure the availability of resources to fulfill the Chief Constable's policing functions and the policing objectives of the NIPB.

(2) Bureaucracy

Health and Safety is an integral part of all activities and managers roles. Whilst there is a limited increase in administration, many of the activities and decisions should already be part of the day-to-day business of the Police Service. The increase in administration is justified in reducing risks to both police and police staff.

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(3) Consultation

(a) This Policy has been formulated by Health and Safety Branch, in consultation with:

- (i) Police Federation Northern Ireland (PFNI);
- (ii) Northern Ireland Public Service Alliance (NIPSA);
- (iii) Superintendents Association Northern Ireland (SANI);
- (iv) Unite;
- (v) Northern Ireland Policing Board (NIPB).

through the PSNI Executive Health and Safety Committee (EHSC).

Further consultation has taken place during the development of supporting procedures. A full list of consultees is available on the Compliance Audit completed in conjunction with this Policy

(b) The EHSC will oversee the implementation of Health and Safety policy throughout the organisation, meet at least three times each year and will comprise of the following personnel:

- (i) Director of Human Resources (chairperson);
- (ii) Chief Medical Adviser;
- (iii) Head of Estate Services;
- (iv) Chief Health and Safety Adviser;
- (v) Head of Transport Services;
- (vi) ICS;
- (vii) Legal Services;
- (viii) Head of Business Services (representative);
- (ix) Head of HR (DPC);
- (x) Technical Research (PaLS);
- (xi) Police College (COT);
- (xii) Staff Association/Trade Union representatives;
- (xiii) Regional Representatives;
- (xiv) Northern Ireland Policing Board representative.

(c) The chairperson may invite any officer/police support staff or other person (for example the Health and Safety Executive for Northern Ireland) whose attendance would be considered beneficial. The Chief Health and Safety Adviser will provide a report to the EHSC updating committee members on all aspects of the management of Health and Safety matters.

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4. HUMAN RIGHTS/EQUALITY/CODE OF ETHICS/FREEDOM OF INFORMATION

- (1) This Policy and all documents referenced at Section 5 below are deemed to be Human Rights compliant. The European Convention rights enforceable under HRA 1998, which are most likely to be relevant to this guidance are the following:
 - (a) Article 2 – the right to life;
 - (b) Article 8 – the right to respect for private and family life with reference to health, safety and welfare (physical integrity).
- (2) This Policy has been screened for Section 75 considerations and complies with the PSNI Code of Ethics.
- (3) This Policy is suitable for public disclosure in accordance with the Freedom of Information Act 2000.

5. FURTHER PROCEDURES AND GUIDANCE

| SERVICE PROCEDURE | TITLE |
|--------------------------|---|
| Service Procedure 1/13 | Health and Safety – Roles and Responsibilities |
| Service Procedure 3/13 | First Aid – Training And Provision |
| Service Procedure 22/09 | Infectious Disease: Blood Borne Viruses (BBV) (Hepatitis B, C and Human Immunodeficiency Virus HIV) |
| Service Procedure xx/12 | Management of Dangerous/Hazardous Substances (including Asbestos Containing Materials) Insert Link when available |

| OTHER GUIDANCE (HYPERLINKED) |
|---|
| Accident/Incident Reporting Procedures |
| Health and Safety Bulletins/Safety Alert Notice; |
| Police Service Generic Risk Assessments; |
| Home Office Generic Risk Assessments; |
| Premises Officer Guide; |
| Information and Guidance for Commanders and Managers; |
| Fire Safety Manual; |
| Fire Procedures and Management Guidance |
| OHW Protocol for the Administration of Hepatitis B Vaccine |
| Hepatitis B PGD, Oxygen PGD, Vaccination Protocol |
| The role of the nurse in the Treatment of Anaphylaxis and the Sharps Protocol |
| MoU - Investigation of Work Related Deaths NI Agreement for Liaison |

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6. REVIEW

- (1) This Policy will be reviewed by internal audit on an annual basis or sooner to reflect changes in statutory duties placed upon the police. The EHSC will oversee the process.
- (2) Miscellaneous
 - (a) Should anyone wish to express dissatisfaction with any part of the operation of the process outlined in this guidance, in the first instance, this should be raised with the Chief Health and Safety Adviser.
 - (b) Employees of the Police Service may also raise concerns with their appointed Safety Representative and have access to Service Procedure 14/12 – 'Grievance Procedure'.
 - (c) Supporting Procedures will be reviewed by the owner every three years or sooner if legislative or regulatory changes have effect, or as a result of lessons learned following incidents.

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