

Overview

This standard covers the key activities that are required to monitor health, safety and security practices in your workplace, to ensure that the area for which you are responsible is a safe and healthy environment for those who work there and for those who visit. The workplace is wherever your work activities take place.

You will need to be aware of the main risks to health, safety and security in your workplace and co-operate with your employer to help them to comply with their duties under health and safety legislation.

This involves ensuring that risks to health, safety and security are regularly assessed and taking action to eliminate or control identified hazards and risks. It also includes informing those who work in or enter your area of responsibility of any health, safety and security requirements, monitoring health, safety and security performance and taking charge in the event of an incident or emergency.

It is important that in all your activities you recognise the limits of your own competence and ask for help and advice when it is needed.

This standard is for those who have responsibility for a workplace.

Links to other NOS:

LANCS10 Manage the initial response to incidents and emergencies in the land-based sector

Performance criteria

You must be able to:

1. identify your personal responsibilities and liabilities under health and safety legislation and organisational procedures
2. monitor and assess risks to health, safety and security in your area of responsibility in line with the relevant legislation and organisational procedures
3. implement prompt and effective actions to eliminate or control identified hazards and risks in line with organisational procedures
4. use appropriate methods to inform those working in, and those entering, your area of responsibility of the risks and the control measures that have been put in place
5. monitor that the health and safety regulations, organisation procedures and control measures put in place to eliminate or reduce risks in your area of work are adhered to
6. check that workers have received training in the use of work items supplied by the employer
7. check that suitable clothing and personal protective equipment (PPE) is used and maintained
8. check that safe working practices to protect against injury, disease or other health problems are adopted
9. assess the risks and implement safe methods of lifting and handling to reduce the risk of injury in accordance with manual handling regulations
10. check that equipment and machinery is prepared, checked, used, maintained and stored in accordance with the relevant legislation, manufacturers' instructions and organisational procedures
11. check that hazardous substances are handled, used and stored in accordance with the relevant legislation, manufacturer's instructions and organisational procedures
12. check that procedures and safe systems of work are adopted when working alone or in a potentially hazardous situation
13. check that security is maintained in your area of work in line with organisational procedures
14. consult with those working in your area of responsibility to obtain feedback on the effectiveness of health, safety and security procedures
15. implement the required procedures safely and without delay in an emergency

situation

16. report and record incidents and emergencies, including accidents and near misses, in accordance with legal requirements and organisational procedures

17. develop a culture within your area of responsibility which puts health, safety and security first

18. seek and make use of specialist expertise where required

19. monitor and report on the effectiveness of health, safety and security measures in line with organisational procedures

Knowledge and understanding

You need to know and understand:

1. the relevant legal responsibilities of employers and employees for health and safety and the importance of following health and safety legislation and codes of practice
2. the particular hazards associated with your workplace, including personal injury, contracting disease, and other physical and mental health problems
3. the effects that work-related accidents and ill health can have on workers and businesses and the importance of minimising these
4. the importance of keeping abreast of key issues relating to health, safety and security in your industry and how to do this
5. the difference between “hazard” and “risk” and how to carry out a risk assessment to monitor health, safety and security
6. the importance of regular risk assessment and what actions to take when risks are identified
7. the hierarchy of measures to control risks including elimination, substitution, engineering controls, safe systems of work, training/instruction and PPE
8. how to communicate the findings of the risk assessment and the control measures that have been put in place to those working in and those entering your area of responsibility
9. the suitable clothing and personal protective equipment (PPE) required for the work being undertaken
10. the importance of regularly checking that PPE and emergency equipment is available and maintained
11. the importance of good housekeeping in the workplace to maintaining health and safety
12. the importance of monitoring procedures to maintain security in your area of work
13. the risks of injury associated with lifting and handling, how to assess where manual handling would be hazardous and the measures to take to minimise the risks
14. the safe methods of preparing, checking, using, maintaining and storing equipment and machinery in accordance with the relevant legislation, manufacturers’ instructions and organisational procedures
15. the key requirements of the regulations relating to the handling, use and

storage of hazardous substances

16. the risks of working in isolation, in remote locations or potentially hazardous situations, the need for safe systems of work (SSoW) and the importance of monitoring that they are followed, including communication and emergency procedures

17. the procedures to follow and actions to take in the event of incidents and emergencies including accidents and near misses

18. the legal and organisation requirements for recording and reporting incidents and emergencies, including accidents and near misses

19. the importance of leading by example in relation to health, safety and security and developing a culture in your area of responsibility that puts health, safety and security first

20. where to obtain information, advice and support in relation to health, safety and security

21. your organisation's requirements to monitor and report on the effectiveness of health, safety and security measures

Glossary

Hazard: something with the potential to cause harm

Risk: the likelihood of the hazard's potential being realised

In the land-based industry the most common risks arise from:

- workplace transport
- working at height
- machinery or equipment
- lifting and handling
- noise and vibration
- dust, chemicals and hazardous substances including microorganisms
- confined spaces
- sources of power: gases, electricity, compressed air
- slips, trips and falls
- animals
- lone working

Organisational procedures refer to procedures set by the organisation you are employed by or the organisation that you are doing the work on behalf of (the client or customer)

Safe System of Work (SSoW) – is a method of work that puts in place control measures arising from a risk assessment, in order to manage identified hazards, which are broken down into four elements: safe person; safe equipment; safe place; and safe practice.

Security: relating to e.g. land, buildings, equipment and machinery, stock, resources, personnel and information

Promote and monitor health, safety and security

Developed by Lantra

Version Number 3

Date Approved 30 Apr 2024

Indicative Review Date 30 Apr 2029

Validity Current

Status Original

Originating Organisation Lantra

Original URN LANCS3

Relevant Occupations Agriculture, Animal Care, Coppicing, Environmental Conservation, Equine Supervisor, Fencing, Florist, Horticulture, Gamekeeper, Veterinary Para-Professional Activities, Arboriculture and forestry, Animal Technology

Suite Agricultural Crop Production, Animal Care and Welfare, Crofting and Smallholding, Environmental Conservation, Equine, Fencing, Floristry, Game and Wildlife Management, Horticulture, Land-based Engineering Operations, Livestock Production, Treework, Veterinary paraprofessional activities, Animal Technology

Keywords health; safety; security; risk assessment; hazard; risk; danger; incident; accident
