

To Dame Nancy Rothwell, Mr Will Spinks, Profs Keith
Brown, Luke Georghiou, Ian Greer, James Thompson
and Martin Schröder

From Dr Patrick Seechurn, Head of Safety Services

Date 18 August 2017

cc Prof N Thakker, Dr S Chiu, HOSs, DOFOs, HOSAs, Directors, School Safety Advisors,
Safety Representatives

Reference Safety Circular 3/2017

Changes to University Health and Safety Policy and related documents

Please note:

- (1) Changes to the University's health and safety policy and related documents;
- (2) Clarification on the disposal of controlled drugs and precursor chemicals.

(1) There have been some minor changes to the following documents:

- University's Health & Safety [Policy](#); altered to reflect a change in Occupational Health structure
- [Organisation](#) in place to implement the University's Health & Safety Policy; altered to reflect changes in management reporting line for Cultural Institutions and University Library
- [Chapter 11](#) - Training and Competence; clarification regarding reminders of expiry to certificates
- [Chapter 19](#) - First Aid and First Aiders; changes in the administration of First Aid training
- [Chapter 22](#) - Use and control of substances that are carcinogenic, mutagenic or toxic to reproduction; amendment to health surveillance request form
- [Chapter 28](#) - Working with unbound particulate nanomaterials including graphene; personnel update, references to DSEAR included and clarification of occupational health arrangements.

(2) Controlled drugs must be disposed/destroyed in the presence of authorized person or via approved waste contractors. Further information can be found in the [controlled drugs toolkit](#) of the Safety Services website.

Dr Patrick Seechurn
Head of Safety Services