

# SECTION 1 CONTENTS



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# CONTENTS

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# SECTION 1 - INTRODUCTION

**Section 1 - INTRODUCTION.....**

**1.1 Contents .....**

**INTRODUCTION.....**

**PLEASE NOTE .....**

**Preface - Important Notices .....**

**If you think health and safety has to be complicated - it isn't.....**

**1 Introduction.....**

**1.1 What is this guide about? .....**

**1.2 Who is this guide for? .....**

**1.3 Why is Health & Safety at Work important? .....**

**1.4 What are my obligations? .....**

**1.4.1 Employer.....**

**1.4.3 Self-employed (contractor/ freelance).....**

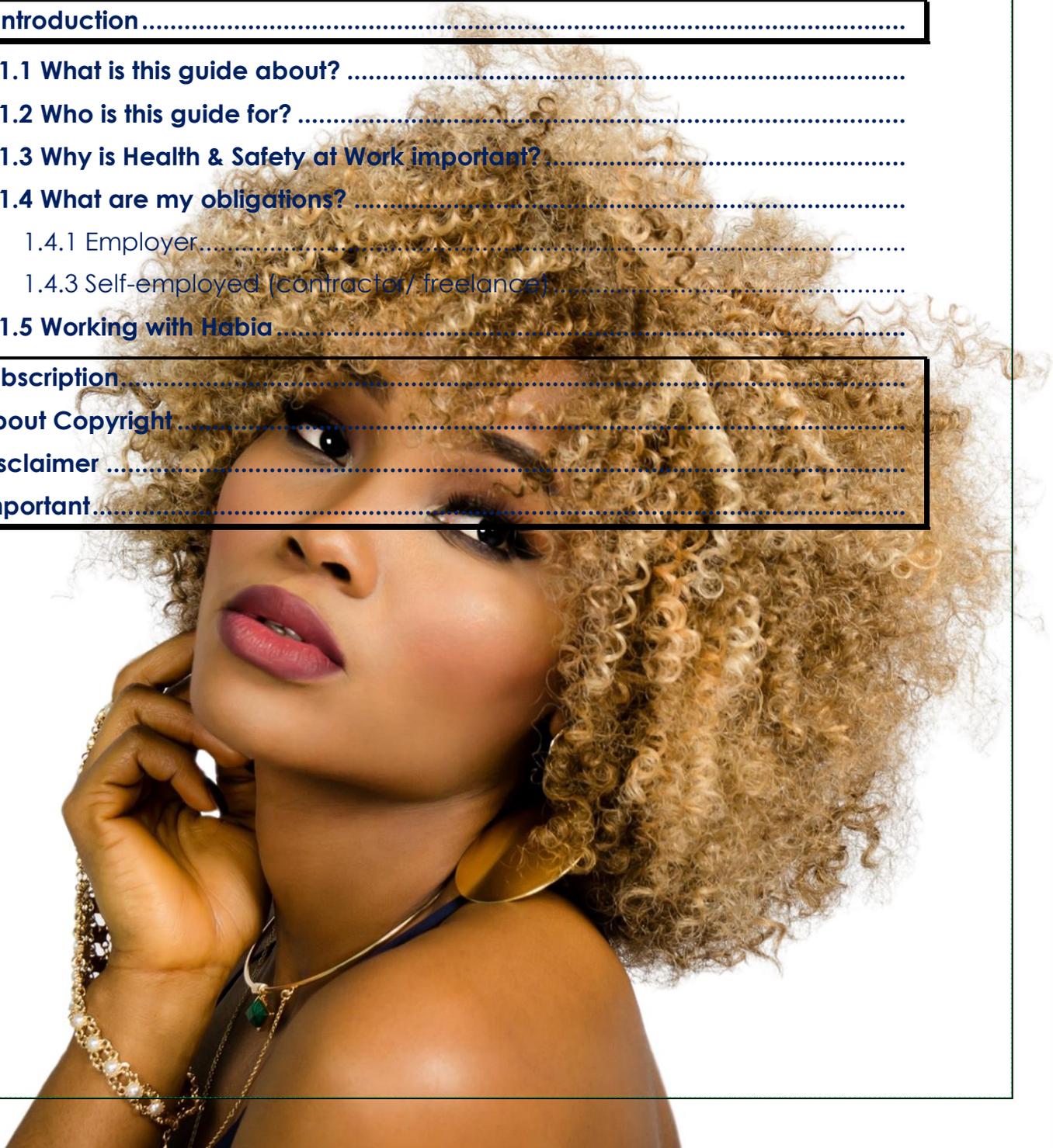
**1.5 Working with Habia .....**

**Subscription.....**

**About Copyright.....**

**Disclaimer .....**

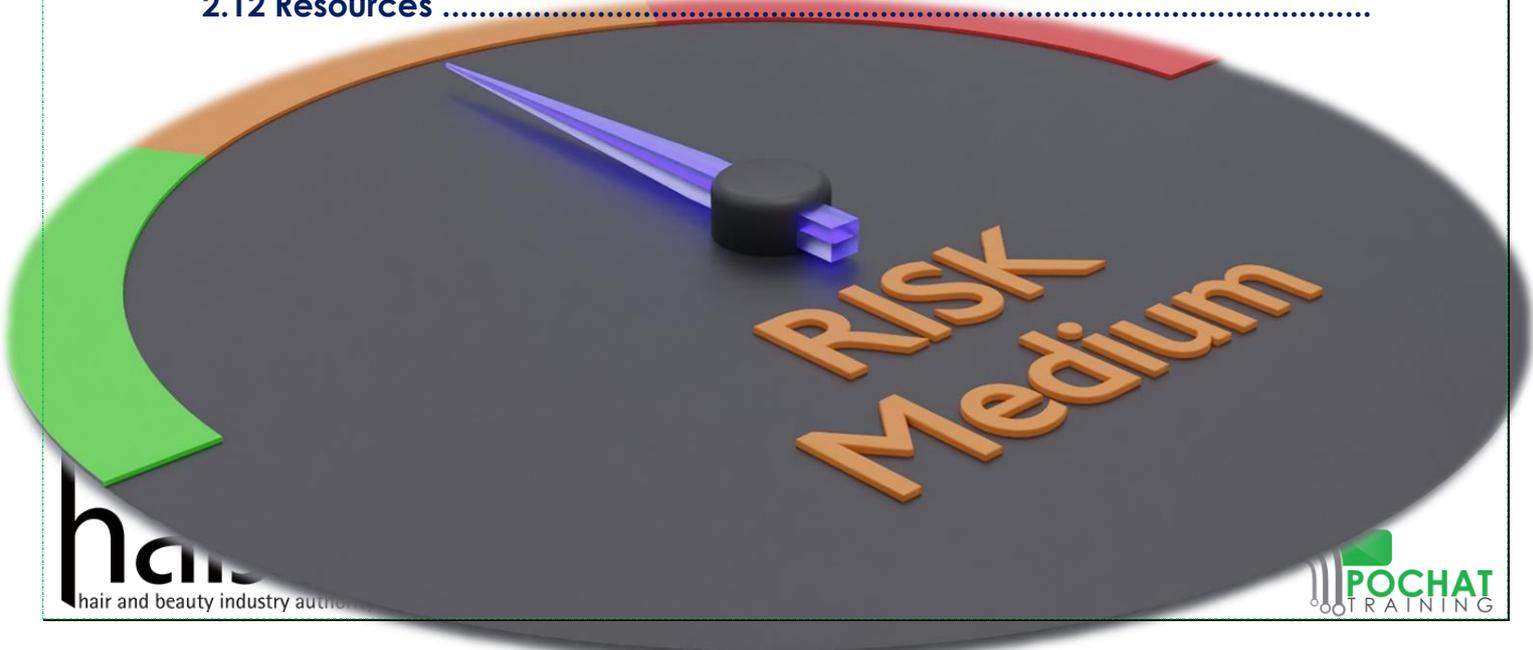
**Important.....**



# SECTION 2 - RISK ASSESSMENTS

## SECTION 2 - RISK ASSESSMENTS.....

- 2.1 Contents.....**
- 2.2 What is a risk assessment? .....**
  - 2.2.1 Competent Person .....
- 2.3 STEP 1 Identify the hazards .....**
- 2.4 STEP 2 Who might be harmed and how.....**
- 2.5 STEP 3 Evaluate the risks and decide on control measures.....**
  - 2.5.1 Control measures.....
  - 2.5.1 Elimination .....
  - 2.5.2 Substitution .....
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- 2.6 STEP 4 Record your findings and implement them .....**
- 2.7 STEP 5 Review and update your risk assessments .....**
- 2.8 Salon Hazards.....**
  - 2.8.1 Portable and fixed beds .....
- 2.9 Accident Reporting.....**
- 2.10 Employers' Liability Insurance .....**
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**3.3 Floor surfaces.....**

**3.4 Lighting.....**

**3.5 Resources .....**



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- 4.3 Cosmetics Regulations .....
- 4.4 The Classification, Labelling and Packaging (CLP) Regulation.....
- 4.5 Safety Data Sheets .....
- 4.6 Chemical hazards in the salon .....
- 4.7 Ventilation.....
- 4.8 Wet-working .....
- 4.9 Carry out a risk assessment.....
- 4.10 Are your control measures adequate? .....
- 4.11 Record and review.....
- 4.12 Hair industry – general control measures.....
  - 4.12.1 Substitution .....
  - 4.12.2 Engineering Controls .....
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  - 4.12.4 Personal Protective Equipment .....
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  - 4.13.1 Do's & Don'ts .....
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5.2.2 What are work-related skin problems? .....

5.2.3 What should I do about it? .....

5.2.4 How does skin come into contact with chemicals? .....

5.2.5 What are the high-risk jobs and workplaces? .....

5.2.6 How do I prevent skin problems in my business? .....

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5.3.2 Reporting of Occupational Dermatitis.....

5.3.3 Irritant contact dermatitis .....

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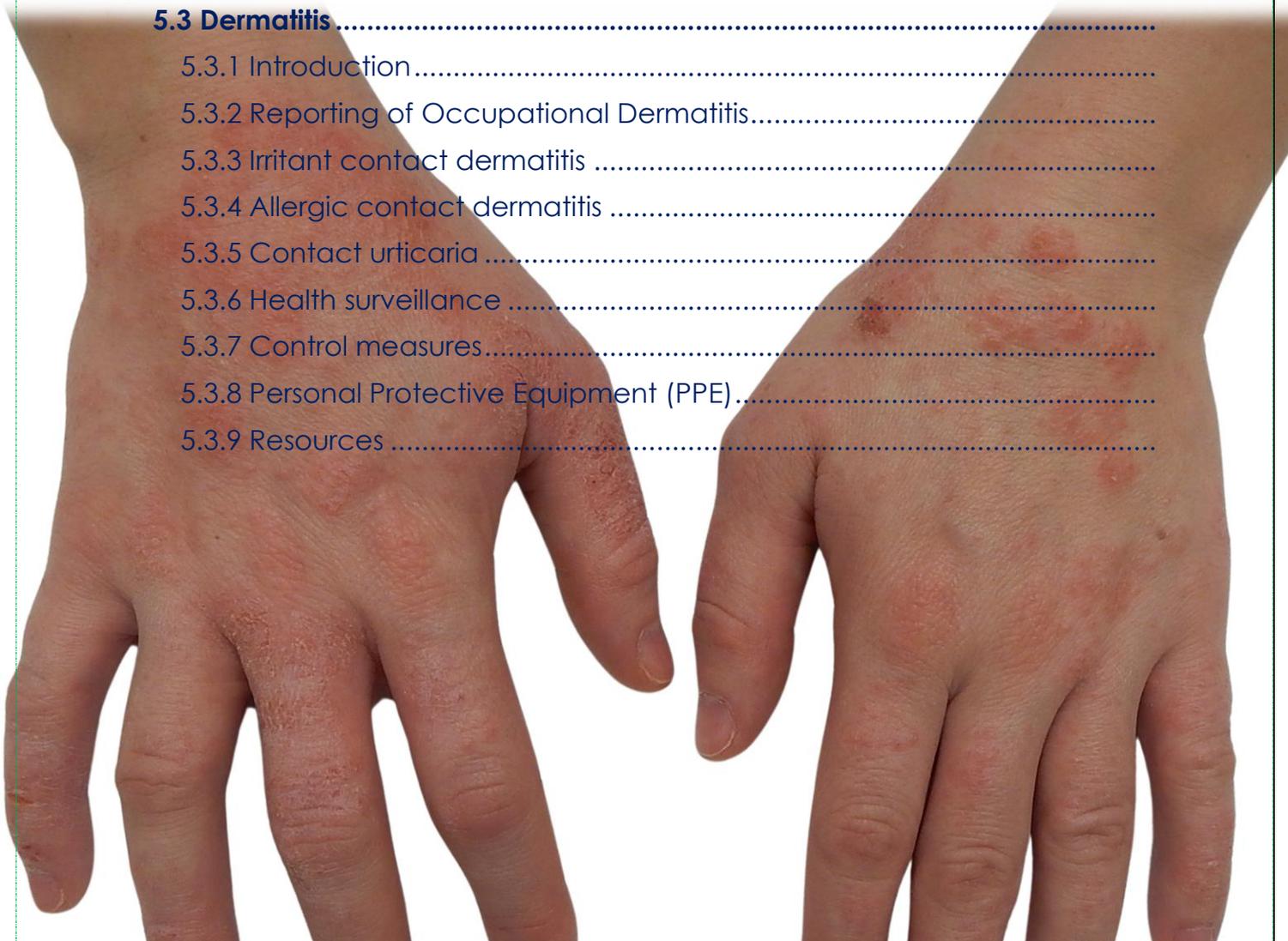
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- 6.6 Manual handling hazards specific to the hair industry
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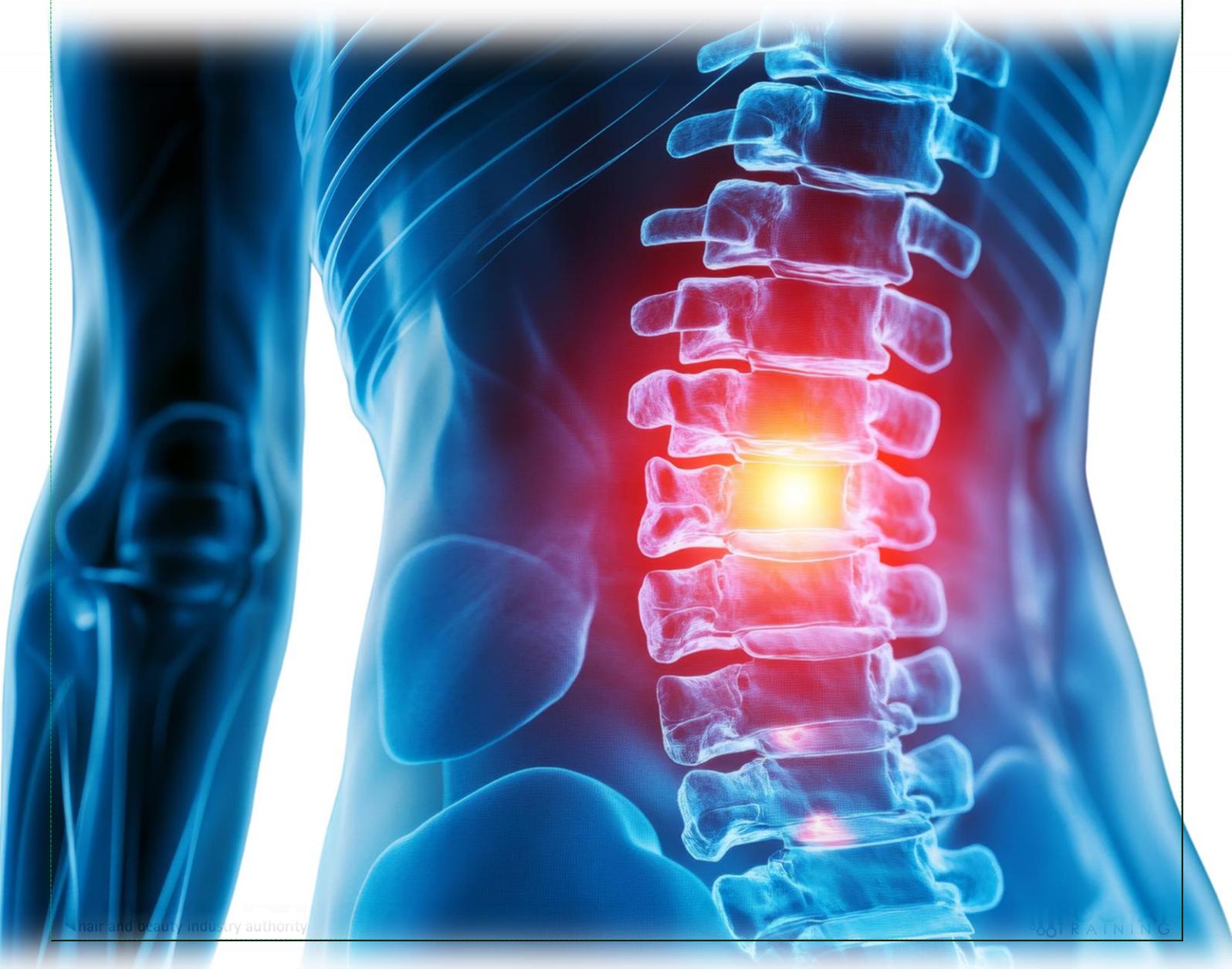
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<b>SECTION 9 - PLANT AND EQUIPMENT .....</b>
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    12.4.1 Complications .....

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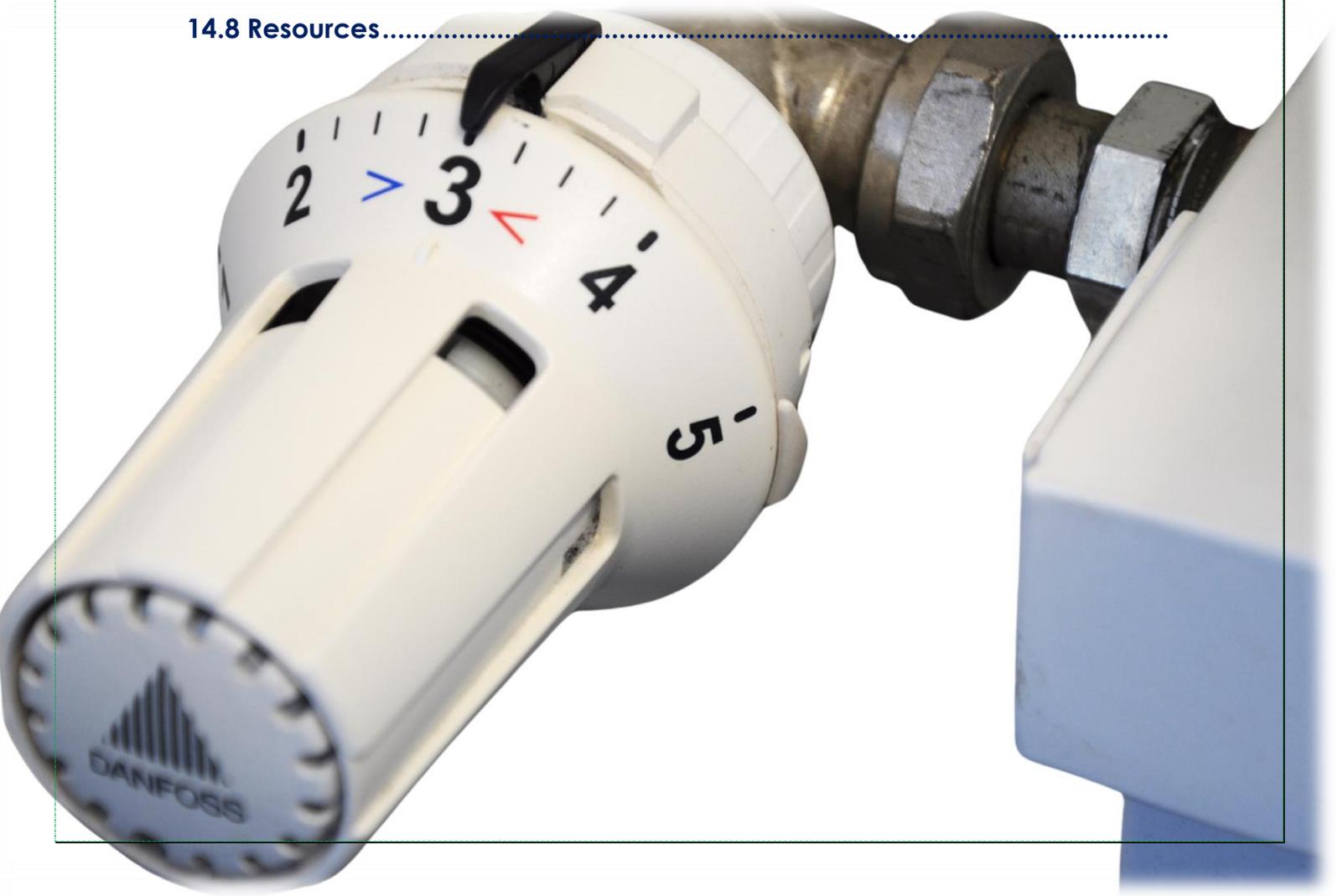
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## SECTION 14 - GASES

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<b>Section 14 - GASES .....</b>
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<b>SECTION 15 - WORKPLACE WELLBEING .....</b>
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# SECTION 16 - EQUALITY, DISABILITY AND DIVERSITY (EDI)

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  - 17.3.1 Fire safety arrangements .....
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  - 17.10.2 Who Should Receive Fire Training? .....
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18.3.1 Example Emergency Procedures.....

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18.4.2 First aid needs assessment .....

18.4.3 How many First Aiders do we need? .....

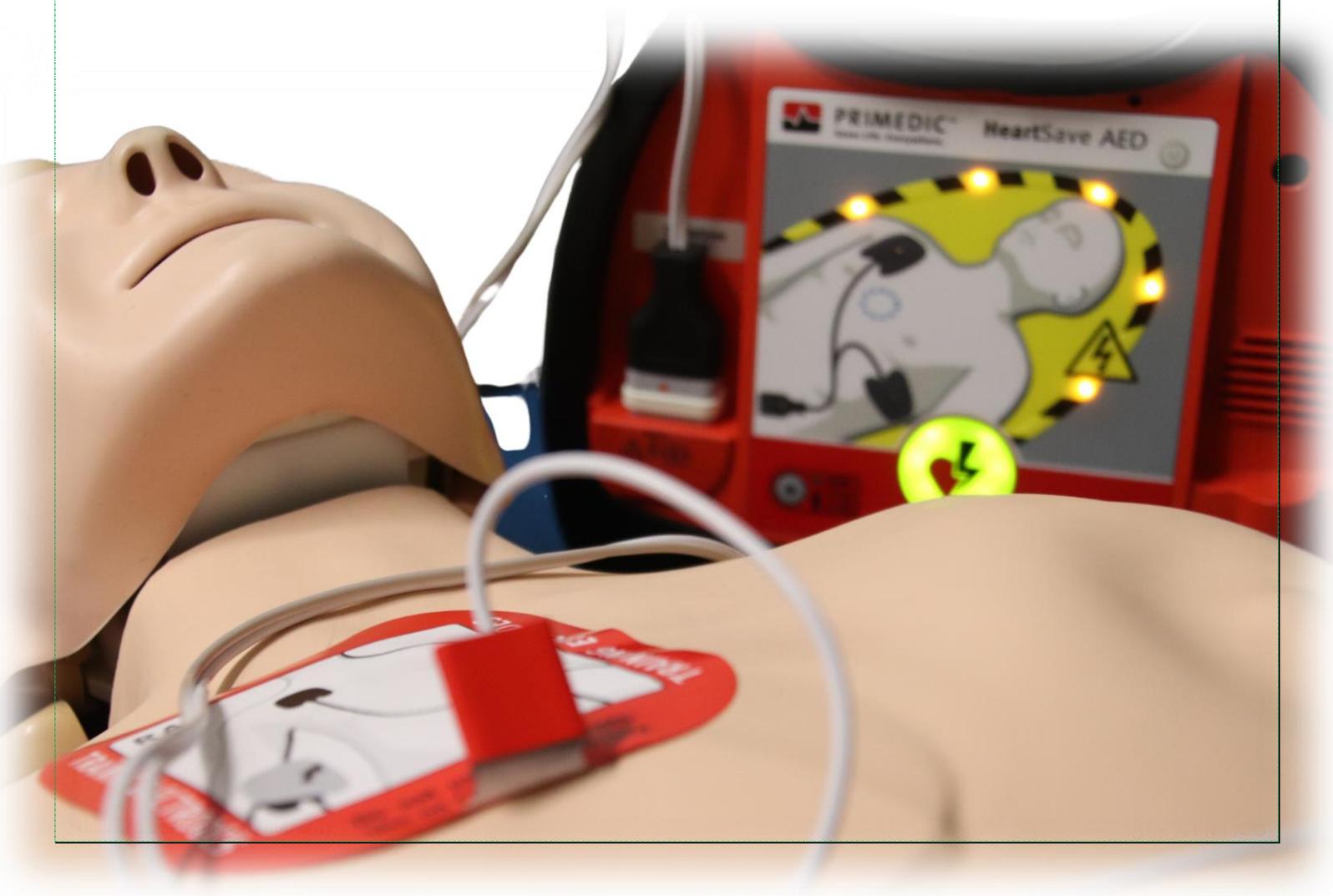
18.4.4 What training should our First Aiders have? .....

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18.4.6 What First Aid Facilities do we need to provide? .....

18.4.7 Self-employed and micro-businesses using shared premises .....

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# SECTION 19 - LUNG CARE

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19.3.5 Asthma at Work Charter.....

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19.4.3 Health impact of asbestos.....

19.4.4 Where to find asbestos .....

19.4.5 Identifying if asbestos is present in non-domestic buildings.....

19.4.6 Asbestos Register.....

19.4.8 Working with asbestos.....

19.4.9 Asbestos Management Plan .....

19.4.10 Asbestos Resources.....



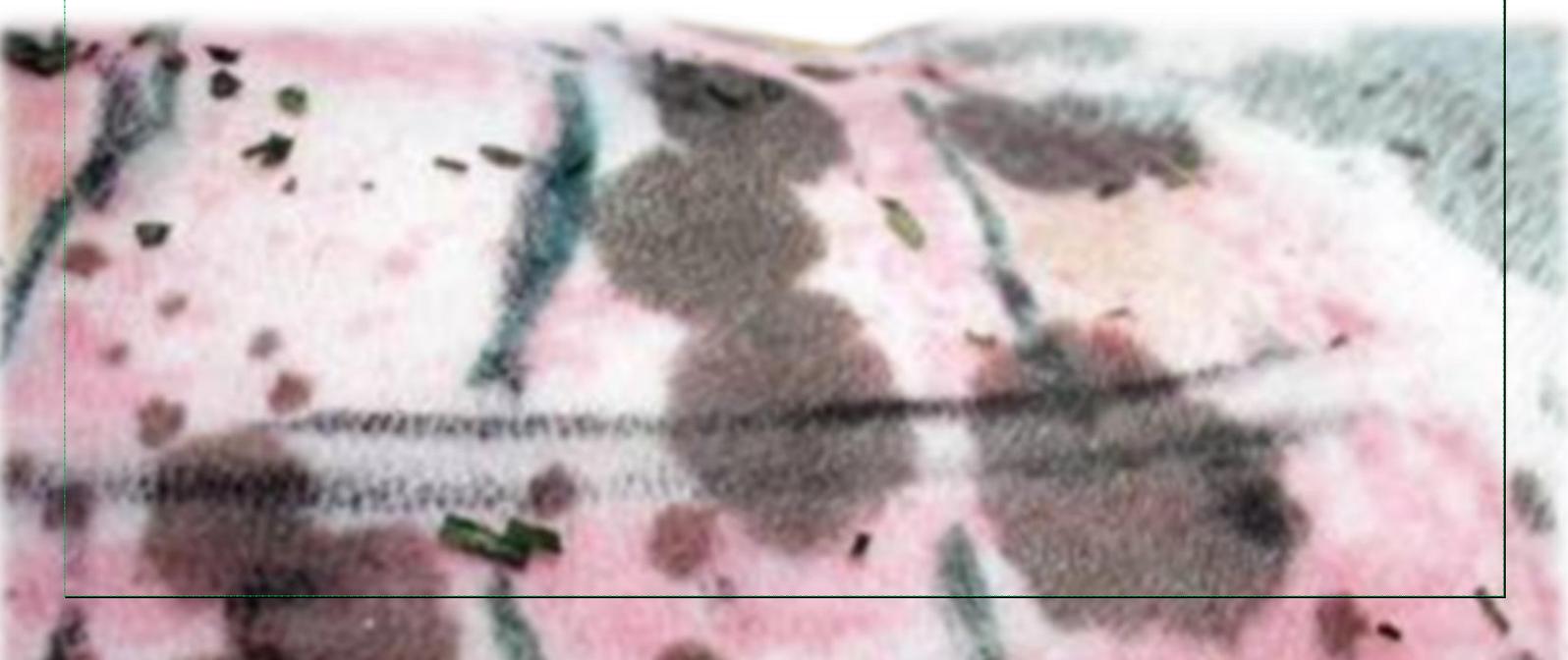
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## SECTION 20 – PATCH TESTING

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### SECTION 20 – PATCH TESTING .....

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- 20.11 Non-PPD containing products.....
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# SECTION 21 – FORMS AND TEMPLATES

## SECTION 21 – FORMS AND TEMPLATES .....

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21.2 INTRODUCTION .....

## SECTION 2 – RISK ASSESSMENTS .....

Risk Assessment Template (docx) .....

Risk Assessment Template (.odt) .....

## SECTION 3 – SLIPS, TRIPS AND FALLS .....

Slips, trips and falls – hazards spotting checklist .....

## SECTION 4 – WORKING WITH CHEMICALS .....

A step by step guide to COSHH assessment .....

## SECTION 6 – MANUAL HANDLING .....

Manual handling assessment charts (the MAC tool) .....

## SECTION 7 – MUSCULOSKELETAL INJURIES .....

Assessment of repetitive tasks of the upper limbs (the ART tool) .....

## SECTION 12 – LEGIONNAIRES' DISEASE .....

Legionella sample recording sheet .....

## SECTION 18 - EMERGENCIES .....

Sample accident book .....

Selecting a first-aid training provider.....

## SECTION 19 – LUNG CARE.....

Asbestos Register (PDF Template) .....

Asbestos Register (Word Template).....

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