

FOREWORD

This Health and Safety Information System has been developed by Nuneaton and Bedworth Borough Council to assist local businesses comply with health and safety laws and to inform local workers about health and safety issues/standards.

The Council recognises that it can support the growth of local enterprises by providing essential information on all health and safety issues **relevant to each particular business**. The loose-leaf format also means that updates (due to new legislation or guidance/advice) can be issued periodically.

It is intended that each 'element' will be of use in the following ways:

- i) The provision of a **summary** of the main legal requirements or guidance in jargon-free text.
- ii) A **checklist** for you to gauge how well you are complying with legislation or good practice.
- iii) A list of **references/further details**. These were either used in preparing the summary section or will provide additional relevant information on the subject. The Council is offering a viewing facility for those documents it holds so that a business can assess the value of publications prior to making purchasing decisions. Copies of free leaflets are also available from the Council - these are denoted by a double asterisk. Copies of some of the free leaflets may also be downloadable from the Health & Safety Executive website.
- iv) An **action list** so that you can plan and organise your activities in improving standards of health and safety. Of course you are free to devise your own system or organising/timetabling your actions - please let us know if you find particularly useful ways of doing so.

The Health and Safety Information System should be treated as a valuable resource to help your business save time and money in securing a healthy and safe working environment. We invite the active participation of employers and employees in the important task of reducing accidents and occupational ill-health. We trust that this health and safety information and management system will make that task easier.

ORIGINAL ISSUE DATE: October 1997	ISSUE No: 2	ISSUE DATE: May 2002
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