



# WORK EQUIPMENT POLICY

**Agreed by the Trustees: -** 14<sup>th</sup> Oct 2024

**Next Review Date:** Oct 2027

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# Work Equipment Policy

The Provision and Use of Work Equipment Regulations 1998 (PUWER) apply to the functionality and safety of work equipment owned by the Trust or used by its volunteers.

In order to reduce the risk of injury from work equipment, we will put in place arrangements for the assessment of risks, and then create appropriate control measures to minimise any risks identified. These measures will include the following arrangements and procedures:

- a full assessment of all loaned, or new and secondhand equipment purchased and will comply with any relevant product safety standards.
- all loaned, hired, or rented equipment will be required to comply with the regulations, and will include information and procedures on safe use.
- an asset register should be maintained listing all Trust owned equipment and boats.
- maintenance should be carried out to manufacturer standards and intervals, and inspection of the equipment and testing where necessary with a written record kept.
- adequate and identifiable means of isolation, where appropriate. the provision of effective safety devices and control systems.
- suitable and readily comprehensible signs and warnings. suitable training provided.
- any equipment that requires formally qualified operators will only be operated by those with the appropriate up-to-date qualifications.

## Volunteers supplied equipment

The Trust will insure and maintain its owned equipment, but, anything owned by volunteers are not covered by the Trust insurance and are used at own risk but must comply with this policy.

Where reasonable, we will adapt the work equipment, or its use, to those with disabilities, as long as this creates no additional hazards.

Everyone is reminded that they have a legal obligation under the Management of Health and Safety at Work Regulations 1999 to inform their site leader, or someone in authority of situations where they see serious and imminent danger to health and safety, or any matters where they see a shortcoming in our arrangements for health and safety protection.