

# Citation

## Keeping you in the know with **Health & Safety** **Acronyms**



**In the ever-changing world of Health & Safety**, there are many phrases and shortened words that show themselves and ‘trip’ people on meaning. This list of acronyms will help you find out what those abbreviations are, and what they mean.

### A

**AALA:** Adventure Activities Licensing Authority is the licensing authority for outdoor activity centres for young people in Great Britain. Since 2007 it has been part of the Health and Safety Executive (HSE), the government body charged with overseeing health and safety in all workplaces. AALA inspect and issue licences to providers. These licences give an assurance that, so far as is reasonably practicable, participants and employees can be ‘safe’.

**AALS:** The Adventure Activities Licensing Service came into existence on 1 April 2007. The AALS is presently operated by TQS Ltd, a not-for-profit company under contract to the Adventure Activities Licensing Authority (AALA). TQS Ltd was previously the AALA.

**ABCB:** Association of British Certification Bodies actively promotes nationally accredited certification and works with government departments, trading standards, purchasers and specifiers, UKAS and other stakeholders to promote its benefits. Membership of ABCB is restricted to certification bodies that are accredited

by UKAS, or another recognized national accreditation body, or that are actively seeking national accreditation.

**ABE:** Association of Building Engineers is a leading body for professionals specialising in the design, construction, evaluation and maintenance of building construction.

**ACA:** Association of Consultant Architects is the national professional body representing architects in private practice – consultant architects – throughout the UK. Founded in 1973, it now represents some of the country’s leading practices, ranging in size from one-person firms to very large international organisations.

**ACE:** Association for Consultancy and Engineering represents the business interests of its members and the consultancy and engineering industry in the UK.

**ACDP:** The Advisory Committee on Dangerous Pathogens role is to provide scientific advice on the risks to exposure to pathogens and risk assessment advice on transmissible spongiform encephalopathies (TSEs).

**ACOP:** Approved Code Of Practices give practical advice from the HSE on how to comply with health and safety

law. Following the advice in the ACOP shows that organisations are doing enough to comply with the law. If a company is prosecuted for a breach of health and safety law and it is proved that it has not followed the relevant provisions of the ACOP, a court can find it at fault unless the company can show that it has complied with the law in some other way.

**ACP:** The Advisory Committee on Pesticides is a statutory body set up by Ministers under the Food and Environment Protection Act 1985 to advise on all matters relating to the control of pesticides.

**ACTS:** Advisory Committee on Toxic Substances advise the European Commission on matters relating to the prevention, control and management of hazards and risks to the health and safety of persons, arising from the supply or use of toxic substances at work, with due regard to any related risks to consumers, the public and the environment.

**ALARP:** As Low As Reasonably Practicable and SFAIRP: So Far As Low As Reasonably Practicable. These two terms mean essentially the same thing and at their core is the concept of “reasonably practicable”; this involves weighing a risk against the trouble,

time and money needed to control it. Thus, ALARP/SFAIRP describes the level to which we expect to see workplace risks controlled.

**AIB:** Asbestos Insulation Board means 'any flat sheet, tile or building board consisting of a mixture of asbestos and other material except asbestos cement or any article of bitumen, plastic, resin or rubber which contains asbestos, and the thermal or acoustic properties of which are incidental to its main purpose'.

**APS:** Association for Project Safety provides education, guidance and training to their members to seek best practice to those who have an interest in construction health and safety risk management.

**ARCA:** Asbestos Removal Contractors Association represents the interests of over 300 members from the UK asbestos removal industry. ARCA provides a Site Audit Accreditation Scheme to ensure that members are working to the highest standards. ARCA also provides training including, asbestos removal training courses.

**ASFP:** The Association for Specialist Fire Protection are a trade association relating to 'Built-in' fire protection.

**ATEX:** Atmosphere Explosive ATEX is the name normally given to two European Directives which set out the minimum requirements for improving the health and safety protection of workers potentially at risk from explosive atmospheres.



**BA:** Breathing Apparatus is a type of Respiratory Protective Equipment (RPE) which needs a supply of breathing quality air from an independent source (e.g. air cylinder or air compressor). It is designed to protect the wearer against inhalation of hazardous substances in the workplace air.

**BASEEFA:** (Formally: British Approvals Service for Electrical Equipment in Flammable Atmospheres) SGS BASEEFA is an international certification body for explosion protected equipment, delivering IECEx, ATEX and DSEAR certification to customers around the globe.

**BBV/BBP:** Blood Borne Viruses/ Blood Borne Pathogens are viruses and pathogens that some people carry in their blood and which may cause severe disease in certain people and few or no symptoms in others and include hepatitis and Human Immunodeficiency Virus (HIV).

**BOHS:** British Occupational Hygiene Society is the learned and professional body representing the scientific discipline and profession of occupational hygiene in the UK.



**CAS:** Chemical Abstracts Service, a division of the American Chemical Society, is a world authority for chemical information.

**CAT:** Cable Avoiding Tools are used to locate underground cables and conductors in order for buried services to be avoided during, e.g. excavations.

**CAWR:** Control of Asbestos at Work Regulations. A key part of these regulations is to manage the risk from asbestos in non-domestic premises. It explains the duties of building owners, tenants and any other parties who have a legal responsibility for the premises or those who may work in the premises, e.g. contractors.

**CDM:** Construction (Design and Management) Regulations. CDM places legal duties on Clients, Designers, Principal Designers, Contractors, Principal Contractors and workers. The HSE need to be notified about certain construction projects.

**CHAS:** The Contractors Health and Safety Assessment Scheme is an independent organisation undertaking health and safety pre-qualification assessments to a nationally recognised and accepted threshold standard.

**CHIP:** Chemical (Hazard Information and Packaging) Regulations require all chemicals supplied to be identified with any inherent hazards, e.g. via a hazard label using approved symbols. This allows users to know a chemical's potential harm and how to protect against it. The CHIP regulation is gradually being replaced by the Classification, Labelling and Packaging of Substances and Mixtures, CLP Regulation.

**CIEH:** Chartered Institute of Environmental Health is a registered charity and the professional voice for environmental health.

**CITB:** Construction Industry Training Board supports the construction industry. Working with industry, for industry, to deliver a safe, professional and fully qualified UK construction workforce.

**CLAW:** Control of Lead At Work Regulations. Excessive exposure to lead, including its compounds, can cause lead poisoning. The CLAW Regulations require employers to protect the health of people at work by preventing or, where this is not reasonably practicable, adequately controlling their exposure to lead.

**CLP:** European Regulation on Classification, Labelling and Packaging of Substances and Mixtures, known as the CLP Regulation.

**COMAH:** Control Of Major Accident Hazards Regulations. The main aim of COMAH is to prevent and mitigate the effects of those major accidents involving dangerous substances, which can cause serious damage/harm to people and/or the environment. The regulations mainly apply to the chemical industry.

**CONIAC:** Construction Industry Advisory Committee advises the Health and Safety Executive (HSE) on the protection of people at work (and others) from hazards to health and safety within the building, civil engineering and engineering construction industry.

**CORGI:** Council for Registered Gas Installers. Gas Safe Register replaced CORGI as the gas registration body in Great Britain and Isle of Man on 1 April 2009 and Northern Ireland and Guernsey on 1 April 2010. By law, all gas engineers must be on the Gas Safe Register.

**COSHH:** Control Of Substances Hazardous to Health Regulations require employers to protect the health of employees and other persons from hazardous substances in the work place. Employers need to consider preventing or reducing exposure by identifying hazardous substances in the workplace, assessing the risks, providing suitable control measures to reduce harm to health, providing information, instruction and training for employees and others, providing monitoring and health surveillance in appropriate cases and planning for emergencies.

**COSLA:** Convention of Scottish Local Authorities promote and protect the interests of councils in Scotland and the people and communities they serve by representing their views to central government, other bodies and the public. Their priorities include promoting the role of local government as a vital sphere of government in Scotland; championing local services, local leadership and local accountability; and working with the Scottish Government and Scottish Parliament to influence public policy and to fight for resources.

**CPR:** Cardiopulmonary Resuscitation is a first aid technique that can be used if someone is not breathing properly or if their heart has stopped.

**CPS:** Crown Prosecution Service is responsible for prosecuting criminal cases investigated by the police in England and Wales.

**CQC:** Care Quality Commission. CQC check hospitals, care homes, care services and Dentists in England to ensure they meet national standards.

**CSCS:** Construction Skills Certification Scheme is a competence card scheme for construction. There is a range of CSCS cards depending on the type of work being undertaken and cards can be obtained by demonstrating occupational competence and, in most cases, the Construction Skills Health Safety and Environment Test will need to be passed.

**CSR:** Corporate Social Responsibility can be defined as a concept whereby companies integrate social and environmental concerns in their business operations and in their interaction with their stakeholders on a voluntary basis.

**CTS:** Carpal Tunnel Syndrome is a relatively common health condition that causes pain, numbness and a tingling sensation in the hand and fingers.



**db:** Decibels: In relation to noise, the decibel is a unit used to measure the intensity of a sound.

**DEFRA:** Department for Environment, Food and Rural Affairs is the UK government department responsible for policy and regulations on the environment, food and rural affairs.

**DFES:** Department for Education and Skills was a UK government department between 2001 and 2007. It was responsible for the education system and children's services in England.

**DSE:** Display Screen Equipment includes conventional

(cathode-ray tube) display screens, liquid crystal or plasma displays used in flat-panel screens, touch-screens, display screens used to display line drawings, graphs, charts or computer-generated graphics, television screens, microfiche, screens used for process control or closed-circuit television (CCTV).

**DSEAR:** The Dangerous Substances and Explosive Atmospheres Regulations are concerned with preventing or limiting the harmful effects of fires, explosions and similar energy releasing events.



**EA:** The Environment Agency is an Executive Non-departmental Public Body responsible to the Secretary of State for Environment, Food and Rural Affairs. Their principal aims are to protect and improve the environment, and to promote sustainable development.

**ECA:** Electrical Contractors Association is a trade association representing the interests of contractors who design, install, inspect, test and maintain electrical and electronic equipment and services.

**EHO:** An Environmental Health Officer ensures that people's living and working surroundings are safe, healthy and hygienic. They work in both the private and public sectors.

**EMAS:** Employment Medical Advisory Service is made up of medically qualified people who study and advise on occupational health. The main functions of EMAS are to help prevent work-related ill health; to advise people who have occupational health problems on the type of work which will and will not suit them; and to ensure appropriate bio-medical examinations of workers in certain hazardous processes which are required by regulations.

## F

**FLT:** Fork Lift Truck is a powered industrial truck used to lift and transport materials.

**FMB:** Federation of Master Builders has a source of knowledge, professional advice and support for its members, providing a range of building business services to save them time and money.

**FOPS:** Falling Object Protective Structure(s). Where people are carried on mobile work equipment and are at significant risk of injury from falling objects (whilst the equipment is in use), a FOPS, e.g. suitably strong safety cab or protective cage should be provided.

**FRA:** Fire Risk Assessment is an organised and methodical look at premises, the activities carried out there and the likelihood that a fire could start and cause harm to those in and around the premises. The aims of the fire risk assessment are:

- To identify the fire hazards.
- To reduce the risk of those hazards causing harm, to as low as reasonably practicable.
- To decide what physical fire precautions and management arrangements are necessary to ensure the safety of people in the premises if a fire does start.

**FSA:** Food Standards Agency is an independent government department responsible for food safety and hygiene across the UK. The FSA works with businesses to help them produce safe food, and with local authorities to enforce food safety regulations.

## G

**GHS:** Globally Harmonised System of Classification and Labelling of Chemicals. This is a non legally binding international agreement with the aim to have, worldwide, the same:

- Criteria for classifying chemicals according to their health, environmental and physical hazards; and
- Hazard communication requirements for labelling and safety data sheets.

## H

**HSW/HSWA/HASWA:** the Health and Safety at Work etc Act - this is the primary legislation covering occupational health and safety in Great Britain. The Health and Safety Executive with Local Authorities (and other enforcing authorities) are responsible for enforcing the Act.

**HAV:** Hand Arm Vibration means mechanical vibration which is transmitted into the hands and arms during a work activity.

**HGV:** Heavy Goods Vehicle means a mechanically propelled road vehicle that is of a construction primarily suited for the carriage of goods or burden of any kind and designed or adapted to have a maximum weight exceeding 3,500 kilograms when in normal use and travelling whilst laden on a road.

**HSE:** Health and Safety Executive is the national independent watchdog for work-related health, safety and illness. The HSE are an independent regulator and act in the public interest to reduce work-related death and serious injury across Great Britain's workplaces.

## L

**LOLER:** Lifting Operations and Lifting Equipment Regulations. These Regulations are often abbreviated to LOLER and place duties on people and companies who own, operate or have control over lifting equipment. This includes all businesses and organisations whose employees use lifting equipment, whether owned by them or not. In most cases, lifting equipment is also work equipment so the Provision and Use of Work Equipment Regulations (PUWER) will also apply (including inspection and maintenance).

## M

**MEWP:** Mobile Elevated Work Platform is a general term used for scissor lifts, aerial platform or an extendable or articulating boom aerial device (either self propelled or vehicle mounted) used for the purpose of positioning personnel, their tools and necessary materials to elevated work locations.

## P

**PPE:** Personal Protective Equipment is specialised clothing or equipment worn by employees for protection against health and safety hazards. PPE is designed to protect many parts of the body, e.g. face, eyes, head, hands, feet and ears. PPE should always be considered as the 'last resort' in the protection of health and safety of workers.

**PTW:** Permit To Work procedure is a specialised type of safe system of work which is normally associated with ensuring potentially very dangerous work, e.g. entry into process plant and other confined spaces, working at height, is carried out safely.

**PUWER:** Provision and Use of Work Equipment Regulations. These regulations are often abbreviated to PUWER, place duties on people and companies who own, operate or have control over work equipment. PUWER also places responsibilities on businesses and organisations whose employees use work equipment, whether owned by them or not.

## R

**RAMS:** Risk Assessment and Method Statements set out a formal safe system of work for tasks to be undertaken.

**RCD:** Residual Current Device is a life-saving device which is designed to prevent persons from getting a fatal electric shock if they touch something live, such as a bare electrical wire. It can also provide some protection against electrical fires. RCDs offer a level of personal protection that ordinary fuses and circuit-breakers cannot provide.

**RIDDOR:** Reporting of Injuries Diseases and Dangerous Occurrences Regulations puts duties on employers, the self employed and people in control of work premises (the responsible person) to report certain serious workplace accidents. This includes deaths, specified injuries, over 7 day incidents, occupational diseases, dangerous occurrences and gas incidents.

**RPE:** Respiratory Protective Equipment protects you against, e.g. dust, vapour, gas, oxygen deficient atmospheres. Examples include: disposable filtering face-piece or respirator, half or full face respirations, air fed helmets, breathing apparatus etc.

**RRFSO:** The Regulatory Reform (Fire Safety) Order – this law applies to England and Wales. It covers ‘general fire precautions’ and other fire safety duties which are needed to protect ‘relevant persons’ in case of fire in or around ‘most premises’.

## S

**SMAS:** Safety Management Advisory Services Ltd is an independent organisation undertaking health and safety pre-qualification assessment for a clients’ procurement of work.

## T

**TBT:** Toolbox Talks are short discussions or presentations, often regarding health and safety, by supervisors to their employees. A TBT usually focuses on one specific topic and presents it in simple terms prior to a task or project.

PLEASE NOTE: The above is intended to provide information of general interest but does not give legal advice.