



CONTROL OF SUBSTANCES HAZARDOUS TO HEALTH GUIDANCE FOR CCG STAFF

NEE/CCG/2013/006

Brief Description (max 50 words)	This policy sets out the principles by which the North East Essex Clinical Commissioning Group (NEE CCG) will develop, manage and review the management of COSHH across the organisation.
Target Audience	Board members, sub-committee members and all staff working for, or on behalf of, the CCG
Action Required	Following approval the policy will be disseminated to all staff and the latest version held on the website.

Document Information

Title /Version Number/(Date)	Control of Substances Hazardous to Health/ Policy /v3.0/February 2017
Document Status (for information/ action etc) timescale	For implementation.
Accountable Executive	Director of Resources (CFO)
Responsible Post holder/Policy Owner	Corporate Business Manager
Date Approved	2 nd February 2017
Approved By	Operational Executive Committee
Review Date	February 2019
Stakeholders engaged in development/review	
Equality Impact Assessment	EQUALITY IMPACT ASSESSMENT This document has been assessed for equality impact on the protected groups, as set out in the Equality Act 2010. This Policy is applicable to the Board, every member of staff within the CCG irrespective of their age, disability, sex, gender reassignment, pregnancy, maternity, race (which includes colour, nationality and ethnic or national origins), sexual orientation, religion or belief, marriage or civil partnership, and those who work on behalf of the CCG

Amendment History

Version	Date	Reviewer Name(s)	Comments
1.0	March 2013	Corporate Business Manager	Policy produced
2.0	February 2015	Corporate Support	Policy reviewed; minor amendments made.
3.0	December 2016	Corporate	Policy review undertaken

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Procedures for the Control of Substances Hazardous to Health (COSHH)

1. Introduction

The Control of Substances Hazardous to Health Procedure is the CCG's method of properly managing substances hazardous to health used in the workplace. This is the Trust's procedural document for compliance with the COSHH Regulations. This guidance forms part of the requirements set out in the CCG Health and Safety Policy.

2. COSHH Assessment

The COSHH Regulations requires the CCG to identify, evaluate and control the risks to health of all their employees from exposure to substances hazardous to health at work.

The assessment should be performed by a competent person and documented on the CCG's COSHH Assessment Form (**Appendix 2**)

Before any substance is used in the workplace the competent person shall check to decide whether it is classified as a hazard. In each case where the substance is recognised as a hazard the competent person shall seek from the suppliers the Material Safety Data Sheet which gives information on how to properly manage the substance, so as to safeguard the health of staff and visitors. They will then pass the written information on to the person made responsible for the safe use and storage of the substance on a day-to-day basis.

Before undertaking the assessment the competent person must be aware of the regulations, the associated approved codes of practice, the HSE booklet on COSHH assessments and the CCG's assessment documentation.

The assessment should consider all persons affected by the substance and should be carried out in consultation with any safety representatives within the workplace.

Before carrying out the assessment an inventory of a substances should be completed, accompanied by their material safety data sheets where applicable (refer to HSE Guidelines HS(G) 27 substances for use at work). The data sheets will give details of the health effects of exposure.

The departmental competent person should then (as recommended by the HSE) sort the chemicals and biological hazards into priority groups as follows:

Priority Group 1 High-risk substances requiring extensive controls

Priority Group 2 Recognised health hazards but low exposure risk or low health hazard.

Priority Group 3 Little or no hazard

3. Completion of an Assessment Form

It is essential that the competent person appointed to undertake the assessment completes the paperwork in a standard and methodical manner.

3.1 Potential Exposure Points

The activities that result in exposure and the extent of the exposure by skin contact (e.g. face or hand), inhalation, ingestion or inoculation to the substances hazardous to health, which require assessment should be recorded in the risk assessment.

There may be more than one activity for each substance. If so each should be assessed and if necessary separate control measures applied.

Consideration should be given to the potential exposure of those staff or contractors called in to the assessment area from another department or site to maintain or install any equipment and what guidance this may require from the manager of the area.

Staff working in locations that are not CCG work bases such as patient's homes, schools, and residential care homes need to be mindful of the welfare of themselves and others from a COSHH perspective. This applies not only to any hazardous substances that we take into such premises but also to those noted to be on site.

3.2 Control Measures in Place

For each substance in use an identification of the measures currently used to control exposure should be recorded. The training given to competent staff should include how to use the control measures provided.

Systems of work including documented standard operating procedures should be in place to eliminate foreseeable human error as far as possible (e.g. permit to work systems). These should be documented and easily accessible to staff in the area where the work is being carried out.

A record should be kept of whether the procedures are in place to control exposure if existing control measures fail.

When making an assessment the first consideration in control is to eliminate the hazardous substance if practical. If this is not feasible, then substitution with a less hazardous alternative may reduce the risk potential.

The assessment should cover the disposal of the substance(s) hazardous to health and should be done in accordance with the safe disposal of the type of waste, and the relevant regulatory body's guidelines relating to the said waste.

Chemical suppliers should provide information on the type of personal protective equipment (PPE) required. Where PPE is provided it should be of an approved

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type, issued personally or provision made for cleaning it between different workers using the same PPE. Checking and storage facilities must be provided.

3.3 Induction Training

Induction training must include guidance on the COSHH regulations and accident and equipment defect reporting procedures. Staff that are issued with Personal Protective Equipment (PPE) must have training on its use and this must be documented.

4. Audit of COSHH Assessments

The Corporate Business Manager will review the COSHH arrangements and risk assessments and will check the following: -

- All substances hazardous to health are under the day-to-day supervision of a nominated person
- The storage of the substance hazardous to health is safe and meets COSHH advisory standards
- The quantity of the substance hazardous to health is the minimum practical to hold in order that proper procedural duties can be affected
- To check if by varying the work routine or the substance used whether or not a less hazardous substance could be substituted to reduce the risk level.
- To check that the competent staff are using the substances hazardous to health properly and are properly trained so that the risks are minimised
- Substances hazardous to health deemed to be obsolete or are no longer required should be safely and correctly disposed of from site.

Guidance for completing the COSHH Risk Assessment Form

The Control of Substances Hazardous to Health Regulations 2004 aim to eliminate or reduce the risks to health of persons using substances hazardous to health whilst at work.

To assist in completing this COSHH Risk Assessment Form the following will be required:

- The Suppliers Health and Safety Data Sheet on the substance
- The method of safe working that is followed when the substance hazardous to health is used in the work-place.

The completed COSHH Risk assessment Form is to be kept with the Suppliers Health and Safety Data Sheet. The safe working procedure should also be retained with it. The Suppliers Health and Safety Sheet will help in deciding

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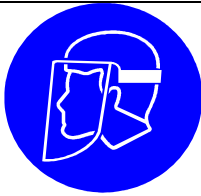



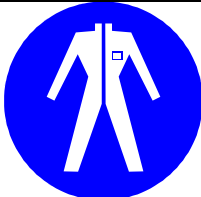



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whether an assessment is necessary. The following classifications found on the sheet, and sometimes the container, will also assist in doing so:

- Very toxic
- Toxic
- Harmful
- Irritant
- Corrosive
- Sensitizer
- Carcinogen
- Teratogen
- Mutagen
- Dust
- Biological agent












COSHH Risk Assessment Form

COSHH Risk Assessment No:							
Name of Hazardous Substance:							
Manufacturer/Trade Name (where applicable)							
Activity Substance is used for							
Description: e.g. solid, liquid, gas, vapour, etc							
Hazard data sheet attached:	YES		IS Health Surveillance Required?				
	NO						
Size of container or quantities in litres/kg (tick as appropriate)	< litre	> litre	5 litre	10 litre	20 litre	Other specify	
	<1Kg	>1Kg	5Kg	12KG	25Kg		
HAZARD (tick all that apply)							
							
					OTHERS (state)		
Known exposure levels: (if applicable)		O.E.S.			M.E.L.		
Likely route of entry to body: (tick all that apply)	Inhaled	Ingested	Absorbed by skin	Eyes	Other		
FIRST AID							
Eyes							
Skin							
Inhalation							
Ingestion							

Dealing with a Spillage							
Disposal: ACCORDING TO LOCAL REGULATIONS By Products: NONE				Additional Advice available from: www.laybond.co.uk			
CONTROL MEASURES							
Can the substance be use be substituted by another less harmful		(tick as appropriate)		YES		NO	
Is monitoring required?		Provide details		YES		NO	
Local exhaust ventilation required?		Is LEV tested and maintained		YES		NO	
Is a documented working method available on safe use and handling?		Details held where		YES		NO	
Storage restricted to minimum practical amounts unless otherwise stated	Storage restricted to	Secure store out of reach of service users and children	Store to be well ventilated	Separate storage facility available or required	Other		
<ul style="list-style-type: none"> State any special requirements: (not listed above) including Fire Precautions Any special requirements can be acknowledged from Hazard Safety Data Sheet. 							
Method of use. (tick as appropriate)		Use undiluted	Use diluted	Wash hands after use	Do not mix with other products	Special precautions	
Special or other precautions: (state)							
PERSONAL PROTECTIVE EQUIPMENT REQUIREMENT. (tick as appropriate)							
							
Face Protection		Eye Protection		Dust Mask		Respirator	
							
Overalls		Apron		Foot Protection		Gloves	
Risk Level when used in accordance with the Risk Assessment & Safety Data Sheet							
Low		Moderate		High		Serious	

Appendix 2

Example of Completed COSHH Assessment Form and Safety Data Sheet





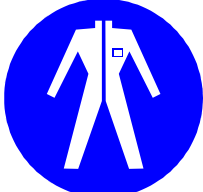



COSHH Risk Assessment No.:	ONE					
Name of Hazardous Substance:	Chlor-Clean Detergent Sanitiser Tablets					
Manufacturer/Trade Name (where applicable)	Guest medical Limited					
Activity Substance is used for	Combined Cleaning and Disinfection of inanimate surfaces.					
Description: e.g. solid, liquid, gas, vapour, etc	Solid (Tablet Form)					
Hazard data sheet attached:	YES	<input checked="" type="checkbox"/>	IS Health Surveillance Required?			
	NO		NO			
Size of container or quantities in litres/kg (tick as appropriate)	< litre	> litre	5 litre	10 litre	20 litre	Other specify
	<1Kg	>1Kg	5Kg	12KG	25Kg	Tubs of 100 tablets
HAZARD (tick all that apply)						
 VERY TOXIC <input type="checkbox"/>	 TOXIC <input type="checkbox"/>	 HARMFUL <input checked="" type="checkbox"/>	 IRRITANT <input type="checkbox"/>	 DANGEROUS FOR THE ENVIRONMENT <input checked="" type="checkbox"/>	 CORROSIVE <input type="checkbox"/>	OTHERS (state)
 EXTREMELY FLAMMABLE <input type="checkbox"/>	 HIGHLY FLAMMABLE <input type="checkbox"/>	 <input type="checkbox"/>	 EXPLOSIVE <input type="checkbox"/>	 OXIDISING <input type="checkbox"/>		
Known exposure levels: (if applicable)	WEL Long term Exposure Limit to Chlorine 8 hours TWA 0.5ppm 1.5mgm ³			W.E.L. Short Term Exposure to Chlorine 15 minutes 1ppm 2.9mgm ⁻³		
Likely route of entry to body: (tick all that apply)	Inhaled <input checked="" type="checkbox"/>	Ingested <input checked="" type="checkbox"/>	Absorbed by skin <input checked="" type="checkbox"/>	Eyes <input type="checkbox"/>	Other <input type="checkbox"/>	
FIRST AID						
Eyes	Immediately flush with plenty of clean water for at least 15 minutes. If irritation persists seek medical attention.					
Skin	Promptly wash thoroughly with water for 15 minutes while removing contaminated clothing. Wash any contaminated clothing well before re-use.					
Inhalation	Move to fresh air. If irritation persists, seek medical attention					
Ingestion	Immediately rinse mouth, and then drink plenty of water or milk. Do not induce vomiting. Seek medical attention.					

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Dealing with a Spillage	Any spillage should be cleaned up as soon as possible to prevent contamination with foreign materials with which it may react. Clean up spillage with a dry plastic scoop. Any spillage should not be returned into the original container but place in a dry, clean plastic or glass container. Do not add water to spilled material.				
Disposal: As Chemical Waste According to Local, Regional or National provisions in force. REGULATIONS Hazardous Waste Directive 91/689/EEC By Products:			Additional Advice available from: enquiries@guest-medical.co.uk Emergency Phone: 01732 867466 only during office hours.		
CONTROL MEASURES					
Can the substance be use be substituted by another less harmful	(tick as appropriate)	YES		NO	✓
Is monitoring required?	Provide details	YES		NO	✓
Local exhaust ventilation required? N/A	Is LEV tested and maintained	YES		NO	
Is a documented working method available on safe use and handling?	Details held where Departmental COSHH Folder	YES	✓	NO	
Storage restricted to minimum practical amounts unless otherwise stated	Storage restricted to: Cleaning Staff & Clinical Staff	Secure store out of reach of service users and children	Store to be well ventilated	Separate storage facility available or required	Other
		✓	✓	✓	
<ul style="list-style-type: none"> State any special requirements: (not listed above) including Fire Precautions Any special requirements can be acknowledged from Hazard Safety Data Sheet. Product is not flammable 					
Method of use. (tick as appropriate)	Use undiluted	Use diluted	Wash hands after use	Do not mix with other products	Special precautions
		✓	✓	✓	
Special or other precautions: (state)					
PERSONAL PROTECTIVE EQUIPMENT REQUIREMENT. (tick as appropriate)					
					
Face Protection	Eye Protection	Dust Mask	X	Respirator	
					
Overalls	Apron	Foot Protection	Gloves	✓	✓
Risk Level when used in accordance with the Risk Assessment & Safety Data Sheet					
Low	✓	Moderate	High	Serious	



Guest Medical

Edenbridge Kent England TN8 6EW

Material Safety Data Sheet

According to Regulation (EC) No: 1907/2006

6.5g Chlor-Clean Detergent Sanitiser Tablets

Revision Date: November 2007

1. IDENTIFICATION OF PRODUCT AND COMPANY

Product Identification: Chlorine Detergent Sanitiser Tablet

Product Code: **H8950/N**

Intended Use: Combined cleaning and disinfection of inanimate surfaces.

Name & address of Company:

Guest Medical Limited

Enterprise Way

Edenbridge

Kent TN8 6EW

United Kingdom

Tel: +44(0)1732 867466 Fax: +44(0)1732 867476

SDS Contact Email: enquiries@guest-medical.co.uk

Emergency Telephone: +44(0)1732 867466 - Available only during office hours

2. COMPOSITION/INFORMATION ON INGREDIENTS

Substances presenting a health hazard within the meaning of EEC Directive 91/155.

Product Name	CAS No	EINECS	Conc Range	R phrases	Symbol	WEL
Troclosene Sodium (NaDCC)	2893-78-9	220-767-7	20-30% w/w	8,22,31,36/37,50/53	O, Xn, N	WEL
Adipic Acid	124-04-9	204-673-3	10-25% w/w	36	Xi	-
Amorphous silica	7631-86-9	231-86-9	0.5%			WEL

3. HAZARDS IDENTIFICATION

HARMFUL if swallowed. Irritating to eyes and respiratory system. Contact with acid liberates toxic gas. On contact with moisture, NaDCC readily decomposes to Chlorine, Hypochlorous Acid & Cyanuric Acid.

4. FIRST AID MEASURES

Eye Contact: Immediately flush with plenty of clean water for at least 15 minutes. If irritation persists, seek medical attention.

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Skin Contact: Promptly wash thoroughly with water for at least 15 minutes while removing contaminated clothing. Wash any contaminated clothing well, before re-use.

Ingestion: Immediately rinse mouth, then drink plenty of water or milk. Do not induce vomiting. Seek medical attention.

Inhalation: Move to fresh air. If irritation persists, seek medical attention.

5. FIRE-FIGHTING MEASURES

Special Fire or Explosion Hazards

Product is not flammable itself, but contact with combustible material may cause fire. Product combustible if dehydrated by drying. Decomposes above 250 °C with release of chlorine & other toxic fumes.

A thermal decomposition can be extinguished by flooding with copious amounts of water or by isolating the decomposing material in open air and allowing it to be consumed. Use self-contained breathing apparatus and goggles. Do not approach from leeward.

Suitable Extinguishing Media: Pressurised water or dry powder. Do not use dry fire extinguishers containing ammonium compounds.

Other Recommendations: Remove the product if it is safe to do so, before using water for fire fighting, in order to minimise hazards from release of toxic fumes. It will often be safer to let the fire burn itself out. Where it is decided to fight the fire with water, large quantities **must** be used. If insufficient water is used there may be an explosion hazard associated with hot damp material. NaDCC may generate nitrogen trichloride when it is left under damp conditions.

6. ACCIDENTAL RELEASE MEASURES.

Refer to section 8 for personal protection when handling spillage of the product. Any spillage should be cleaned up as soon as possible to prevent contamination with foreign materials with which it may react. Do not release into the environment. Clean up spillage with a dry, plastic scoop. Any spillage should not be returned into the original container but place in a dry, clean, plastic or glass container. Do not add water to spilled material. Spillages to be removed as chemical waste in accordance with local, regional or national provisions in force (Hazardous Waste Directive 91/689/EEC). (Incineration by Certified Management Waste Company in England and Wales.) Do not release unneutralised NaDCC to sewers, water sheds and water systems.

7. HANDLING AND STORAGE.

Recommended Storage Conditions

Store away from all incompatibles and combustibles (see section 10). Store in a cool, dry well ventilated place. Moisture sensitive. Avoid high humidity levels. Do not allow water to get into container. Keep away from fire, heat, flame and direct sunlight. Keep container tightly closed. Keep out of reach of children. Never store damp or contaminated material.

Recommended Handling Precautions

Avoid contact with eyes, skin & clothing.

When handling large quantities of tablets, wear chemical resistant gloves and safety goggles.

Avoid breathing any dust.

Wash thoroughly after handling.

Use protective equipment recommended in section 8.

Do not eat, drink or smoke when handling this material.

8. EXPOSURE CONTROLS/PERSONAL PROTECTION

Workplace Exposure Limits

(EH40/2005): Long Term Exposure Limit to Chlorine – (8 hours TWA) 0.5ppm
1.5mgm⁻³

Short Term Exposure Limit to Chlorine – (15 minutes) 1ppm 2.9mgm⁻³

Long term exposure Limit to amorphous silica – (8 hours TWA) - 6mgm⁻³

Respiratory Protection: Where any dust in the breathing zone cannot be controlled with ventilation, wear an officially approved respirator (NIOSH/MSHA or equivalent agency) for protection against airborne dust.

Ventilation: Use local exhaust ventilation where appropriate

Eye Protection: If airborne dust concentrations are high, wear appropriate protective goggles. Wash eyes with clean water where there is potential eye contact.

Skin Protection: When handling large bulk quantities wear protective gloves.

Wash immediately if skin is contaminated. Remove and wash contaminated clothing and clean up equipment before re-use.

Wash thoroughly with soap and water after handling

9. PHYSICAL AND CHEMICAL PROPERTIES

Appearance: White flat bevelled tablet Vapour pressure: N/A

Odour: Characteristic Chlorine Odour Relative density: N/A

pH: As is - not applicable Partition coefficient: n-octanol/water: N/A

pH: In solution - 5.0 - 6.0 approx. Viscosity: N/A

Solubility: Freely soluble Vapour density: N/A

Oxidising Properties: Non-Oxidising Evaporation rate: N/A

Flash point: Not flashing

Flammability: Not flammable

Autoflammability: Not autoflammable

Explosion Properties: Not explosive

10. STABILITY AND REACTIVITY

Conditions to Avoid

Do not store on or near heat sources or naked flame. Avoid moisture.

NaDCC decomposes at temperatures above 240 °C liberating toxic gases.

Materials to Avoid

Contact with water liberates chlorine and with nitrogen compounds may cause explosion. Avoid organic materials, oils, grease, sawdust, reducing agents, nitrogen containing compounds, calcium hypochlorite, other oxidizers, acids, alkalis, cationic and certain non-ionic surfactants.

11. TOXICOLOGICAL INFORMATION

Route of entry: Inhalation, skin contact & ingestion.

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Inhalation of NaDCC is irritating to the nose, mouth, throat and lungs.

Ingestion of NaDCC can cause irritation and or/burns to the gastrointestinal tract.

Skin & Eye Contact: with NaDCC can cause severe irritation and/or burns, characterized by redness, swelling and scab formation. May cause impairment of vision and corneal damage.

Toxicological Data: NaDCC

Acute toxicity

Oral LD50 (rat) ca. 1825mg/kg

Eye Irritation (rabbit) Severe irritant

Rabbit dermal LD50 >20,000mg/kg

Carcinogenicity

This chemical is not considered to be carcinogenic by any reference source.

12. ECOLOGICAL INFORMATION

NaDCC is highly toxic to fish. Do not discharge into lakes, ponds, streams or public water unless in accordance with the permit of official regulations.

13. DISPOSAL CONSIDERATIONS

Disposal should be done in accordance with local, regional or national provisions in force (Hazardous Waste Directive 91/689/EEC). (Incineration by Certified Management Waste Company in England and Wales.

14. TRANSPORT INFORMATION

Keep container strictly dry

Keep away from FIRE, HEAT, FLAME & DIRECT SUNLIGHT. Keep out of reach of children

UN Number: 3077

Packing Group: III

IMDG Code: Class 9

ADR/RID: Class 9 (M7) miscellaneous dangerous substances and articles

ICAO/IATA: No dangerous goods according to IATA- DGR

Proper shipping name: Sodium dichloroisocyanurate, anhydrous

Designation of goods: Environmentally Hazardous Substance, Solid, N.O.S.

15. REGULATORY INFORMATION

Label for supply: HARMFUL

Risk Phrases:

R22 Harmful if swallowed

R31 Contact with acids liberates toxic gas

R36/37 Irritating to eyes and respiratory system

R 50/53 Very toxic to aquatic organisms, may cause long term adverse effects in the aquatic environment.

Safety Phrases:

S8 Keep container dry

S26 In case of contact with eyes, rinse immediately with plenty of water and seek medical advice

S41 In case of fire and/or explosion do not breathe fumes

Regulatory References: The Chemicals (Hazard Information & Packaging & Supply) (Amendment) Regulations 2005. (Chip3.1)

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Harmful



Dangerous for the Environment

5 OTHER INFORMATION

Full test Risk phrases (section 1): 51/53 Very toxic to aquatic organisms, may cause long term adverse effects in the aquatic environment.

Change from previous revision: sections 2, 5 and 8 updated.

The information herein is based on data considered to be accurate as of the date of preparation of this Data Sheet. However, no warranty or representation, expressed or implied, is made as to the accuracy or completeness of the foregoing data and safety information. The user assumes all liability for any damage or injury resulting from abnormal use, from any failure to adhere to recommended practices or from any hazards inherent in the nature of the product.

COSHH Index Sheet

Service _____
 Department _____

Manager _____
 Date _____

Carried out by _____

Product Details		Quantity Stored. How Often is it used, and who by			Is there a Hazard Data Sheet and a COSHH Assessment	
Manufacturers Name	Product Name	How Much of the substance do you have stored? (Approx)	How often is it used? (Daily, Weekly, Monthly etc)	Who is it used by (Nursing staff, Cleaners, Porters etc)	Data Sheet	COSHH Assessment

CONTROL OF SUBSTANCES HAZARDOUS TO HEALTH (Amendment) REGULATIONS 2004











MANAGEMENT AUDIT

The purpose of this audit is to identify all substances being stocked and used that come under the Control of Substances Hazardous to Health (Amendment) Regulations 2004. This will enable us, as a Trust, to ensure that exposure to hazardous substances is being controlled and to be confident that COSHH assessments are being completed. In order to help identify what is classed as a hazardous substance there are some guidance note below.

What is a substance hazardous to health?

Under the COSHH regulations there are a range of substances regarded as hazardous to health:

- Substances or mixtures classified as dangerous to health under the Chemicals (Hazard Information and Packaging for Supply) Regulations 2002 (CHIP). These can easily be identified by the orange warning label on the packaging.
- Identified by the orange warning label on the packaging.

		
Explosive	Corrosive	Toxic
		
Harmful	Oxidising	Flammable
		
Highly Flammable	Danger to the Environment	Irritant
		
	Toxic	

- Substances that have an occupational exposure limit, these are listed in the HSE publication 'Occupational Exposure Limits' (EH40).
- Biological agents (bacteria and other micro-organisms). This can be if they are used directly in connection with work, e.g. sewage treatment, or if the exposure is incidental, such as exposure to bacteria from an air conditioning unit which has not been properly maintained (you may want to refer to the Infection Control Section for further advice).
- Any kind of dust if the average concentration in the air exceeds the levels permitted by the COSHH Regulations.
- Many other products or substances used at work can be harmful, such as paint, ink, glue, lubricant, detergent and beauty products. Ill health caused by these substances used at work is preventable. Many substances can harm health, but used properly they almost never do.
- In areas whereby cleaning and or maintenance is carried out by a third party such as a Facilities Management Contractor, then it will be the responsibility of the contractor to have in place and maintain an up to date COSHH folder. Any information with regards to products being used will be shared between the contractor and the manager of the department / area where they are operating.
- Any other substance that may create a risk to health but may not be covered by CHIP for technical reasons. As a general guide if the container of the substance has one of the above orange/black warning labels it can be assumed that it is hazardous to health. Or if it states on the substances health and safety data sheet, then this can be used to check to see if the substance is hazardous. If you do not have a data sheet for the substance it may be possible to download it from the supplier or the manufacturer's website.

What is not a substance hazardous to health under the COSHH Regulations?

COSHH applies to virtually all substances hazardous to health apart from:

- Asbestos and lead, which have their own Regulations
- Substances which are hazardous only because they are:
- Radioactive
- At extreme temperature
- At high pressure
- Have explosive or flammable properties (which have their own Regulations).
- Biological agents outside the control of the employer, for example catching a cold from another employee.

Use the "Hierarchy of Controls" under COSHH when putting controls in place. More than one control may be required, to adequately control a hazard. If you are in any doubt you can contact the CCG Corporate Business Manager.