

## GOSFIELD PARISH COUNCIL – MANAGEMENT OF HEALTH & SAFETY

### HARMFUL SUBSTANCES RISK ASSESSMENT (COSHH)

What are the hazards?	Who might be harmed?	Controls Required	Additional Controls	Action by who?	Action by when?	Done
Personal Injury	Parish Councillors Volunteers Members of the public Employees of the Parish Council	<p>Equipment</p> <ul style="list-style-type: none"> <li>• Appropriate equipment will be supplied for the use of chemicals.</li> <li>• Correct PPE will also be supplied where &amp; when appropriate</li> <li>• Suitable training will be provided to ensure any users of chemical substances are fully aware of how to carry out tasks with chemicals appropriately.</li> <li>• Chemicals will always be in labelled containers (with the correct labelling) – Under no circumstances will a chemical be provided in an unlabelled container.</li> <li>• Chemicals will be stored in the conditions as described on the label. All chemicals will be kept away from children (either by locking doors/cupboards, or by keeping the children away from an area where chemicals are stored or being used.</li> <li>• Users of chemicals must never mix them.</li> <li>• If there are instructions on how to dilute a substance, these instructions must be adhered to completely.</li> </ul>	<p>The Parish Council will ensure that the correct equipment &amp; PPE is available for all users.</p> <p>All training will be recorded and these records maintained by the Parish Council.</p>			



		<ul style="list-style-type: none"> <li>All chemicals must be kept away from heat sources.</li> </ul> <p><b>Public contact with chemical use</b></p> <ul style="list-style-type: none"> <li>If chemicals are being used where/when it is impossible to restrict public proximity, signage must be used to warn people of the possible hazard (e.g. using fertilisers on the Playing Field)</li> <li>Where possible, cordons should be erected to keep people away from areas where chemicals are being used.</li> </ul> <p><b>Record Keeping</b></p> <ul style="list-style-type: none"> <li>Records of all chemicals being used must be kept up to date.</li> <li>Where necessary, material safety data sheets must be completed &amp; stored.</li> </ul> <p><b>If an accident should occur</b></p> <ul style="list-style-type: none"> <li>If a hazardous substance is involved in an accident, the instructions for rinsing/cleaning etc must be adhered to (found on the label of the container)</li> <li>Should an accident lead to the requirement of medical attention, then the chemical in its container should be taken to the medical practitioner. If it's impossible to take the entire container – the label must be taken (whilst leaving signage for the non-use of the chemical in its place).</li> </ul> <p>A REMINDER – Petrol/Diesel is classed as a chemical &amp; these measure must also apply.</p>	<p>If major chemical use is taking place, consideration will be given to close areas to the public with cordons &amp; signage.</p>          <p>All accidents must be reported to the Parish Council. These reports will be reviewed and any actions that can prevent re-occurrence of an accident should be considered.</p>			
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**Re-Adopted**

Date 19<sup>th</sup> May 2025

Minute reference 25/078 Item DD

Signed .....Chairman

Review Date: May 2026