

Glossary of terms and acronyms

1. **Advisory Committee on Dangerous Pathogens (ACDP)** is an expert committee of the department of health, and provides the body that provides scientific advice on risks to exposure of pathogens and risk assessment advice. There is a classification system for biohazardous materials.
2. **Biological agents** are defined in COSHH "as micro-organisms, cell cultures, or human endoparasites (including those genetically modified), which may cause infection, allergy, toxicity, or generally constitute a health hazard". They are classed into 4 hazard groups.
3. **Chemicals (Hazard Information and Packaging for Supply) (CHIP) Regulations 2002** require all suppliers to provide a **Safety Data Sheet (SDS)** which comprehensively lists all the properties of a substance, and the precautions to be taken to protect individuals. Substances hazardous to health as defined by the COSHH Regulations, derive their hazard classifications from either the **Chemicals (Hazard Information and Packaging for Supply) Regulations (CHIP) 2002** or the **European Regulations (EC) No 1272/2008 Classification, Labelling and Packaging of Substances and Mixtures Regulations (CLP)**. At present, there is a lengthy transition period until 1st June 2015, from the requirements of CHIP to those of CLP, both classification systems will remain in operation until 2015 after which, only CLP will apply. Both classification systems provide pictorial and descriptive information about hazards together with information on protecting yourself from the hazards so described and there are different requirements for substances and preparations.
4. **Control of Substances Hazardous to Health Regulations 2002 (COSHH)** applies to all workplaces and covers a range of substances which include chemicals, products containing chemicals, fumes, dusts, vapours and biological agents that are hazardous to health. The COSHH Regulations include the requirement for a specialist form of risk assessment, and it is required whenever workers are exposed to hazardous substances in order to control the risks of ill health as a result of exposure. The main requirement of the regulations is the prevention or adequate control of exposure to hazardous substances through a suitable and sufficient risk assessment.
5. **The Dangerous Substances and Explosive Atmospheres Regulations 2002 (DSEAR)** require employers to control the risks to safety from fire and explosions.
6. **EH40/2005 Workplace Exposure Limits** is an HSE publication that lists the acceptable exposure limits and standards for hazardous substances, which must not be exceeded in order to protect the health of individuals. It shows how to calculate the impact of mixed exposures. The book also contains a list of all the **"R" (risk)** and **"S" (safety)** phrases.
7. **Hazard labels**, all chemicals must bear suitable labels, which include the reagent name and hazards. Other information required is a list of the code numbers of the appropriate Risk Phrases (number preceded by R) and Safety Phrases (number preceded by S). The new system of labelling, the **Globally Harmonised System or GHS** is being introduced on a phased approach: the idea is a single labelling system, which is understood across the world. The GHS system includes the environmental dimension as well as harm to individuals. (See point 11. CHIP and CLP)
8. **The Health and Safety Executive or HSE** is the main regulatory authority for health and safety legislation. They have an inspectorate, and there are advisory sections and those involved in policy formulation, regulation and enforcement.
9. **Health and Safety at Work etc Act 1974 (HASAWA)**. This is a primary piece of legislation covering occupational health and safety in the UK. It defines the main duties imposed on employers (Sections 2 and 3), employees (Sections 7 and 8) and on the body corporate of a company. It also defines the rights of inspectors and the rights of trade union representatives. Note that the duties of employers extend beyond their employees to those who may be affected by the work of the business undertaking such as visitors. Section 4 applies to non-domestic premises where these are used as a place of work: it is often referred to as the "landlords duties" i.e. duties of the owner to a cleaning company who rents from them a part of a building for the operation of their business. Section 6 applies to the manufacturers and suppliers of articles and substances for use at work.



10. **Health Surveillance** of health issues are important for some jobs, such as those who solder, work with solvents or those who may be at risk from pathogens in blood. Health surveillance allows for early identification of ill health and helps identify corrective action. It may be required by law if employees are exposed to noise, vibration, solvents, fumes, dusts, biological agents and other substances that are hazardous to health. It will have been identified in the risk assessment and is a specific requirement of COSHH. **Health Surveillance** does not mean a medical examination: it may, for example, be a self-report of symptoms. The need for health records, screening and regular testing are defined further in the COSHH approved code of practice.
11. **Local Exhaust Ventilation (LEV)** is equipment whose purpose is to collect contaminants at the point of generation and safely remove them from the breathing zone to air via ductwork and possibly filters to where it can safely be discharged. A typical example is a fume cupboard.
12. **The Management of Health and Safety at Work Regulations 1999.** These regulations are in addition to the requirements of the Health and Safety at Work etc Act 1974 and they extend the employers general safety obligations by requiring additional specific actions on the employers part such as **risk assessment**, training, dealing with other employers, arrangements and a written health and safety policy. Risk assessment is a fundamental proactive process for the control of risks in the workplace. It is required by these regulations and specifically for other risks such as hazardous substances by the COSHH Regulations.
13. **Personal Protective Equipment (PPE)** is defined as "all equipment (including clothing affording protection against the weather) which is intended to be worn or held by a person at work to protect them against one or more risks to their health and safety". PPE is used as a barrier to protect personnel from contact with hazardous materials and infectious agents. Appropriate clothing may also be beneficial in protecting the experiment from contamination.
14. **Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995 (RIDDOR)** are about reporting of work related deaths, major injuries, occupational diseases, dangerous occurrences and gas incidents. e.g. carpal tunnel syndrome as a result of working with hand held vibrating tools
15. **Suitable and sufficient** - This means that a risk assessment should make consideration of:
- The hazardous properties of the substance
 - Information on the health effects provided by the supplier (SDS)
 - The level, type and duration of exposure
 - The circumstances around the work, including the amount of substance used.
 - Activities such as maintenance.
 - The effect of preventative control measures
 - Any relevant workplace exposure limit (WEL)
 - The results of relevant health surveillance
 - Results of any occupational exposure monitoring exposures
 - The risks of substances in combination
 - Any additional information that is available
16. **Workplace Exposure Limit (WEL)** is an exposure concentration in air (mg/m³ or ppm) averaged over either 15 minutes (Short Term Exposure Limit, STEL) or 8 hours (Long term Exposure Limit, LTEL) and calculated as a Time Weighted Average (TWA) which must not be exceeded they are listed in a document published by the HSE called EH40/2005 Workplace Exposure Limits