



## **When an Inspector Calls**



**Your presenter**

**Wayne Bishop**

Health & Safety Manager







**The Health & Safety Executive or HSE enforce health and safety laws applying to business.**

Their powers include:

- Entering your premises and inspecting the workplace;
- Stopping work if it is unsafe;
- Take samples, measurements, and photographs;
- Dismantle and remove articles or substances;
- Take possession of articles and substances;
- Question people in relation to the workplace;
- Review documents and take copies;
- Issue enforcement notices (formal letter, Improvement notice, prohibition notice);
- Caution you and initiate prosecutions.

The HSE also provide advice and guidance to help you comply with the law.



## Notification of Contravention

Company Secretary,  
██████████  
██████████  
██████████  
██████████

Date: Friday, 05 July 2013

Reference: ██████████

Dear Sir/Madam,

## HEALTH AND SAFETY AT WORK ETC ACT 1974

I refer to my inspection of your construction works at ██████████ on Monday 1<sup>st</sup> July 2013 where I understand from Mr ██████████ that ██████████ are acting as Principal Contractor for the new build homes on behalf of ██████████ Group Limited.

Action Required

During my visit, I identified the contraventions of health and safety law listed in **Appendix 1** of this letter. You must take action on these matters to comply with the law and Appendix 1 discusses the steps you should take.

Whilst I looked at some of your activities to assess how you were complying with your legal responsibilities, I did not examine the whole of your business. There may be additional areas to those I identified which also require your attention; it is your responsibility to ensure the health and safety of people who may be affected by the way you run your business.

HEALTH AND SAFETY (FEES) REGULATIONS 2012 ('THE FEES REGULATIONS 2012') –  
FEE FOR INTERVENTION

I am notifying you that the contraventions in **Appendix 1** are, in my opinion, material breaches for which a fee is payable by you to HSE under Fee for Intervention. My reasons for this are also given in Appendix 1.

You should read **'Information on Fee for Intervention'** accompanying this letter for further information on this.

Further Information

For further information about health and safety please visit HSE's website at [www.hse.gov.uk](http://www.hse.gov.uk). You can view and download HSE guidance online and also order priced publications from the website. HSE priced publications are also available from bookshops.

Field Operations Directorate

Paul Thompson  
HM Inspector of Health and Safety

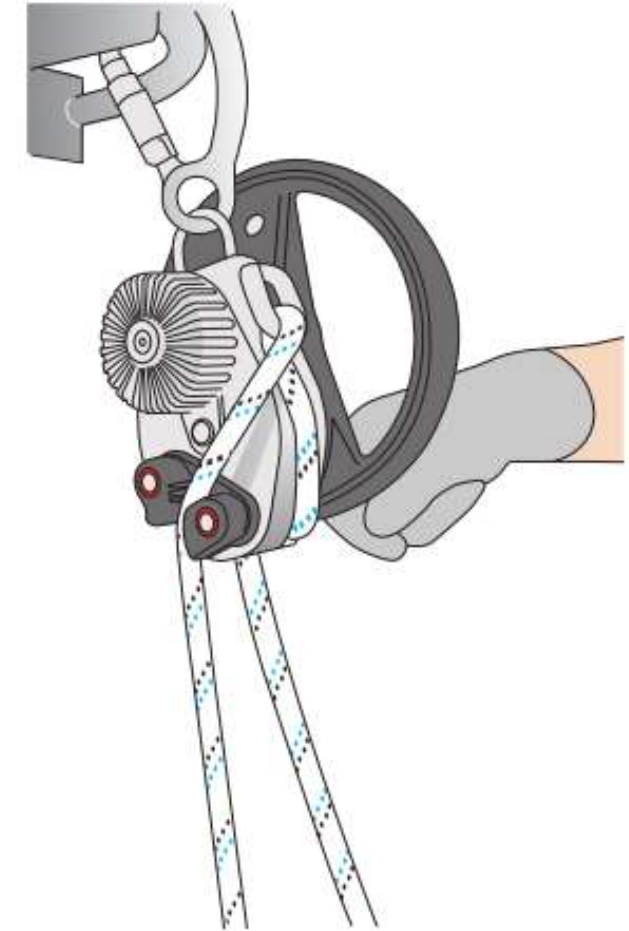
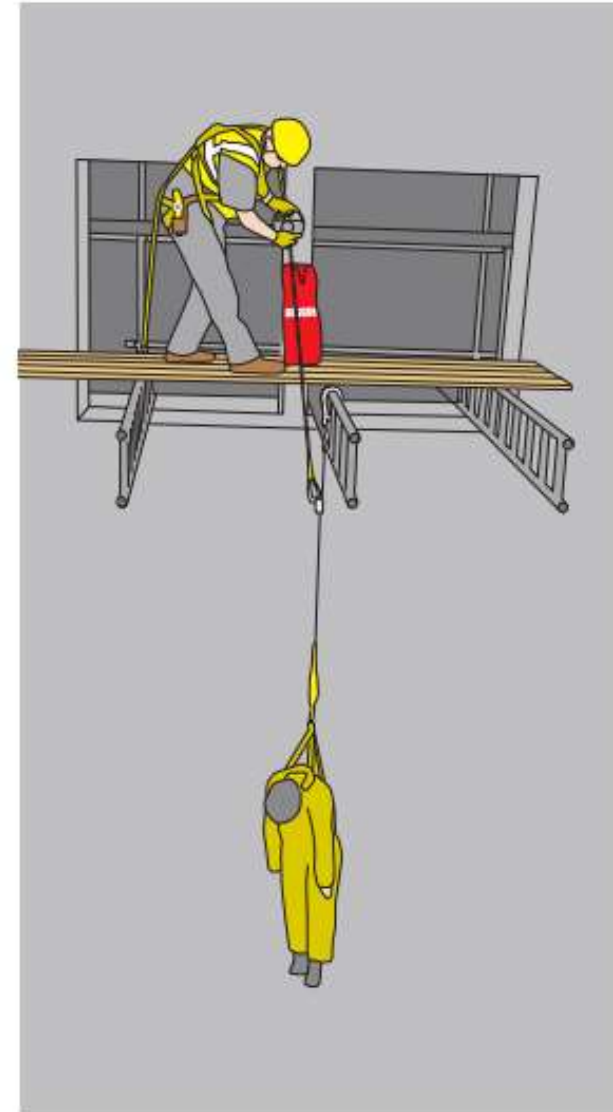
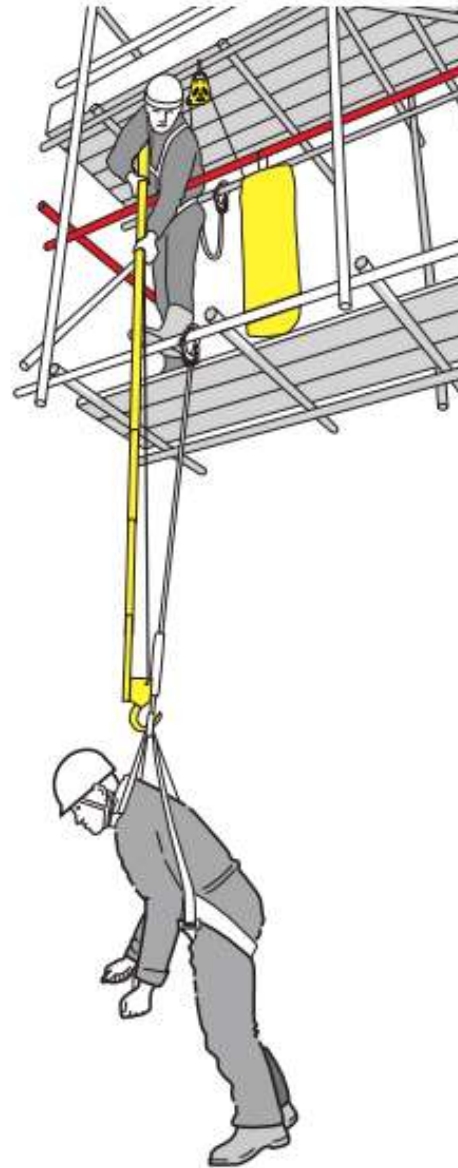
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Jo Anderson (Mrs.)

# Fee for Intervention (FFI)

- The HSE also operates a Fee for Intervention (FFI) cost recovery scheme.
- If you are breaking health and safety laws, the HSE may recover its costs from you by charging a fee for the time and effort it spends on helping you to put the matter right, such as investigating and taking enforcement action.
- **The current cost is £163 an hour.**

# Personal experience of workplace visits







## Being prepared for an HSE workplace inspection

- The best way to be prepared for a HSE inspection is to be continuously monitoring your own workplace for a safe working environment and statutory compliance.
- Maintain auditable records and certification which demonstrate statutory compliance.
- Check for HSE initiatives and campaigns so that you can focus in these specific areas. Information can be gained from sources such as BHSEA and the HSE website.
- Hold a debrief following an HSE visit.