ANNEX PART A

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#### **ANNEX**

# MINIMUM SAFETY AND HEALTH REQUIREMENTS AS REFERRED TO IN ARTICLE 10 OF THE DIRECTIVE

# PART A

#### Common minimum requirements applicable to the on-shore and off-shore sectors

- 2. Organization and supervision
- 2.1. Organization of the workplace
- 2.1.1. Workplaces must be so organized as to provide adequate protection against hazards. They must be kept clean, with any hazardous substances or deposits removed or controlled in order not to endanger the health and safety of workers.
- 2.1.2. Workstations must be designed and constructed according to ergonomic principles taking into account the need for workers to follow operations carried out at their workstations.
- 2.1.3. Areas within which there is a special hazard must be delineated and warning signs placed.

#### 2.2. Person in charge

A responsible person who has the skills and competence required for this duty, in accordance with the national laws and/or practices, and who has been appointed by the employer, must at all times be in charge of every workplace when workers are present.

The employer may personally assume responsibility for the workplace as referred to in the first paragraph, if he has the skills and competence required for the purpose, in accordance with national laws and/or practices.

# 2.3. Supervision

To ensure workers' safety and health protection during all operations undertaken, the necessary supervision must be provided by persons having the skills and competence for this duty, in accordance with the national laws and/or practices, having been appointed by the employer or on his behalf and acting on his behalf.

The employer may personally undertake the supervision referred to in the first subparagraph if he has the skills and competence required for the purpose, in accordance with national laws and/or practices.

# 2.4. Competent workers

When workers are present at any workplace, there must be a sufficient number of workers with the requisite skills, experience and training to perform the tasks assigned to them.

#### 2.5. Information, instructions and training

Workers must be given the necessary information, instructions, training and retraining to ensure their health and safety.

The employer must ensure that workers receive comprehensible instructions so as not do endanger their safety and health or those of other workers.

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#### 2.6. Written instructions

Written instructions specifying rules to be observed to ensure the safety and health of workers and the safe use of equipment must be drawn up for every workplace.

These must include information on the use of emergency equipment and action to be taken in the event of an emergency at or near the workplace.

### 2.7. Safe working methods

Safe working methods must be applied at each workplace or in respect of each activity.

### 2.8. Work permits

There required by the safety and health document, a system of work permits must be introduced for carrying out both hazardous activities and usually straightforward activities which may interact with other activities to cause serious hazards.

Work permits must be issued by a person in charge prior to the commencement of work and must specify the conditions to be fulfilled and the precautions to be taken before, during and after the work.

# 2.9. Regular review of safety and health measures

The employer must ensure that the measures taken to protect the safety and health of the workers, including the safety and health management system, are regularly reviewed to ensure compliance with this Directive.