# Register of Legal and Other Requirements

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| **Legislation** | **Regulator** | **Comments / means of compliance** | **Method / Record maintained to ensure legal compliance** |
| Environmental Protection Act 1990 -Part 2 | Environment Agency | Requirement to dispose of waste through proper duty of care | Waste Transfer NotesObtainment of Waste Management / Carrier Licenses and Environmental Permits |
| Environmental Protection Act 1990 -Part 3 | Environment Agency | Requirement for clarifying statutory nuisance e.g. noise and odours from our premises | Internal audit checks |
| List of Waste Regulations 2005(As amended 2015) | Environment Agency | Clarification of wastes being collected and disposed using the European Waste Catalogue | EWC Codes on the waste transfer / consignment notes |
| Hazardous Waste Regulations 2005(amendments 2016) | Environment Agency | Hazardous Waste will be dealt with accordingly and appropriately with waste consignment notes maintained. | Waste Consignment Notes |
| The Hazardous waste (Amendment) regulations 2009(as amended 2015)(as amended 2016) (As amended 2019) | Environment Agency | All types of premises that produce less than 500 kg are now exempt from the Hazardous waste regulations and no longer have a requirement to register. | Waste Consignment Notes - inclusion of waste code if required to register |
| WEEE Regulations 2013(as amended 2015)(as amended 2018)(as amended 2019)(As amended 2021) | Environment Agency | Duty of care to dispose of any waste electrical products properly through recycling. | Waste Consignment Notes for electrical wasteTake back service for products bought after 13th august 2005 |
| Environmental Permitting Regulations 2010(as amended 2011)(as amended 2012)(as amended 2013)(as amended 2014)(as amended 2015)(as amended 2016)(as amended 2017)(as amended 2018)(As amended 2022) | Environment Agency | Requirement to pre-treat all waste, prior to it entering landfill site for disposal. | Recycling activities |
| Controlled Waste (Registration of Carriers & Seizures of Vehicles) 1991 | Environment Agency | Requirement to register as a carrier of waste with the Environment Agency | Carrier License(Valid for 3 years) |
| End of Life Vehicle Regulations 2003 (as amended 2010) | Environment Agency | Requirement to safely dispose of all vehicles | Use of competent contractorWaste consignment note |
| Waste (England and Wales) Regulations 2011(as amended 2012)(as amended 2014)9as amended 2018) | Environment Agency | Requirement to apply the waste hierarchy when transferring waste. This is as follows;* Prevention
* Preparing for re-use
* Recycling
* Recovery e.g. energy recovery
* Disposal
 | Waste consignment transfer noteRecycling activities |
| Waste Batteries and Accumulators Regulations 2009(as amended 2011)(as amended 2015) | Environment Agency | Requirements for the safe disposal of waste batteries | Consignment notes |
| The Controlled Waste Regulations 2012 | Environment Agency | Classification of waste e.g. household, domestic etc. | Correct waste classification |
| Control of Pollution (Oil Storage) (England) Regulations 2001(As amended 2017) | Environment Agency | Requirements for the storage of oils including requirements for secondary containment up to 110% | Secondary containment, prevention of pollution |
| Water Resources Act1991 | Environment Agency | Sets up the regime to conserve, manage and control pollution of water resources. It makes the producer of a spillage liable to prosecution | Incident Reports |
| Scrap Metal Dealers Act2013(As amended 2018) | Environment Agency | To improve the accuracy of documentation relating to scrap metals | Records and WT notes.Duty of Care |
| F Gas Regulations(fluorinated Greenhouse Regulations)2015(as amended 2019)(As amended 2022) | DEFRA | Requirement to prohibit those gasses that contribute to global warming if released into the atmosphere. | Leakage checks where units exceed the specified quantities Annual service. |
| The Control of Noise at Work Regulations 2005 | HSE | Established noise action levels to ensure that exposure to noise is kept to a minimum | Considered in risk assessments and suitable control measures implemented |
| The Personal Protective Equipment at Work regulations 1992(As amended 2022) | HSE | The supply of PPE based on the task in hazards of the task and the outcome of a suitable and sufficient risk assessment. | PPE Issue records |
| Lifting Operations and Lifting Equipment Regulations 1992(As amended 2022) | HSE | Testing and maintenance of all lifting equipment e.g. manual stacker | Maintenance recordsSafe Working Load Test reports as necessarythorough reports and certificatesTraining records |
| Smoke Free (Exemptions and Vehicles) Regulations 2007(as amended 2015) | HSE | Provision of smoke free vehiclesDisplaying of signage on vehicles. | Displaying of no smoking signage and ensuring no smoking in vehicles. |
| Manual Handling Operations 2002(As amended 2022) | HSE | The transporting or supporting of loads by human effort. Includes lifting, putting down, pushing, pulling, carrying or moving. | Manual Handling Risk assessmentsTraining |
| Electricity at Work Regulations 1989 | HSE | Electrical equipment Testing, for example computers, photocopiers, kettle etc. | PA Test Records with identifiable labels |
| Data Protection Act1998(As amended 2018) | ICO | Requirement to maintain Data and records sufficiently and with due care and diligence. | As required. |
| Display Screen Equipment Regulations 1992(as amended 2002)(as amended 2007)(As amended 2022) | HSE | Minimum Health and Safety Requirements for use of Display Screen Equipment.Every workstation will be analyzed in order to assess the risks. | DSE User Risk assessmentsTraining where required |
| Health and Safety (First Aid) Regulations 1981(as amended 2013) | HSE | Ensures adequate First Aid supplies and appointed persons.Location known to employees. | Training Records and certificatesFile |
| Regulatory Reform (Fire Safety) Order 2005 | HSE | Completion of a Fire risk assessment.Suitable fire extinguishers, emergency lighting and alarms. | Fire Risk assessmentFire maintenance e.g. extinguishers, alarm etc. |
| Management of Health and Safety at Work Regulations 1999(as amended 2006) | HSE | Ensuring risk assessments and suitable emergency procedures are developed and carried out.Provide information to employees and others on matters of Health and SafetyProvide adequate training | Risk assessments |
| Corporate Manslaughter and Homicide Act 2007 (as amended 2010)(As amended 2018) | HSE | Full safety system to manage health & safety | All safety documentsAccident statistics |
| Employers Liability Regulations (Compulsory Insurance) Regulations 1998(as amended 2004)(as amended 2008)(as amended 2011)  | OPSI | Requirement to have employers liability insurance and to display it | Display of current employers liability insurance |
| Health and Safety Information for Employees Regulations 1989 (as amended 2009) | HSE | Requirement to display a HSE poster with relevant information | Display of posters within office and sites |
| SEMA | HSE | Racking systems must be installed by competent persons. All shelves must have safe working loads recorded.Formal inspections Annually. | Safe working loads indicated (SWL)Formal inspection annually. |
| CLP Regulations | HSE | Correct labelling and classification of products placed on the marketProvision of MSDS | Correct Data sheets |
| Control of Asbestos at Work (Amendment)Regulations 2012(As amended 2020) | HSE | Requirement to be aware of asbestos (ACM’S) locations where required.  | Tool Box talks / Training & AwarenessConsidered in planning works |
| The Health & Safety (Miscellaneous Amendment) Regulations 2013 | HSE | Removes and revokes certain pieces of legislation; Construction (Head Protection) regulations now included in PPE Regulations.(It also makes changed to various other pieces of legislation.) | N/A |
| The Control of Vibration at Work Regulations 2005(as amended 2007) | HSE | Requirement to control and assess exposure to vibration levels and to keep it to a minimum. | Considered in risk assessments and suitable control measures implemented |
| Smoke free (Signs) Regulations 2007(as amended 2012)(as amended 2015) | HSE | Provision of Smoke free premises.Displaying of prominent signage at entrances to the building  | Displaying of no smoking signage and ensuring no smoking in the building. |
| Smoke Free (Exemptions and Vehicles) Regulations 2007(as amended 2015) | HSE | Provision of smoke free vehiclesDisplaying of signage on vehicles. | Displaying of no smoking signage and ensuring no smoking in vehicles. |
| Workplace (Health, Safety and Welfare) Regulations 1992(as amended 1999) | HSE | Ensures sufficient maintenance of plant etc, ventilation, temperature, lighting, cleanliness.Provisions such as soap, toilets, rest areas, drinking water. | Internal audit checks |
| Health and Safety (Consultation with employees) Regulations 1996 | HSE | Employer’s duty to consult and provide relevant Health and Safety information to its employees. | Training RecordsOngoing Communication and consultationH & S Poster display |
| Health and Safety Signs and Signals Regulations 1996 | HSE | Safety signs will be clearly placed as identified during risk assessment process and for other specific locations e.g. first aid boxes | Visible signage throughout office and siteSite inspections |
| Display Screen Equipment Regulations 1992(as amended 2022) | HSE | Minimum Health and Safety Requirements for use of Display Screen Equipment.Every workstation will be analyzed in order to assess the risks. | DSE User Risk assessmentsTraining where required |
| Occupiers Liability Act 1957 & 1984 |  | Duty of Care for the come and goings of visitors. | Visitors book |
| Health and Safety (First Aid) Regulations 1981(as amended 2013) | HSE | Ensures adequate First Aid supplies and appointed persons.Location known to employees. | Training Records and certificatesSite File |
| Regulatory Reform (Fire Safety) Order 2005 | HSE | Completion of a Fire risk assessment.Suitable fire extinguishers, emergency lighting and alarms. | Fire Risk assessmentFire maintenance e.g. extinguishers, alarm etc. |
| Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013(As amended 2019) | HSE | Ensuring that all notifiable accidents, dangerous occurrences are reported within the time limit. | Accident bookRIDDOR Reports |
| Control of Substances Hazardous to Health Regulations 2002(As amended 2022) | HSE | Monitoring of Cleaning equipment and any other flammable supplies.Ensuring all materials subject to COSHH have been assessed and the necessary controls implemented. | COSHH Assessments |
| Health And Safety at Work Act 1974 | HSE / EHO | Ensures general welfare of staff, safe systems of work and a safe workplace. | All Health and Safety documents |
| Management of Health and Safety at Work Regulations 1999(as amended 2006) | HSE | Ensuring risk assessments and suitable emergency procedures are developed and carried out.Provide information to employees and others on matters of Health and SafetyProvide adequate training | Risk assessments |
| Provision and use of work equipment regulations 1998 (as amended 2022) | HSE | Work equipment is used without risks to health and safety, regardless of its age, condition or origin.Includes maintenance and inspections. | Calibration/ maintenance records.Risk Assessments |
| Health and Safety Information for Employees Regulations 1989 (as amended 2009) | HSE | Requirement to display a HSE poster with relevant information | Display of posters within office and sites |
| The Health and Safety (Fees) Regulations 2012 | HSE | Those who break health and safety legislation re liable for the fees incurred by the HSE | As required |
| IEEE Wiring Regulations | HSE | Fixed installation required for the building electrical installation. | Every 5 years |
| The Health & Safety (Miscellaneous amendments and revocation) Regulations 2017 | HSE | Make changes to the following pieces of legislation;* The Offshore Installations (Safety Zones) Regulations 1987
* The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013
* The Control of Major Accident Hazards Regulations 2015
 | As required |
| Working Time Regulations 1999(as amended 2006)(as amended 2007)(as amended 2009)(as amended 2013)(as Amended 2019)(as amended 2020)(As amended 2022) | HSE | Defines the minimum rest periods for at work and between shifts, maximum weekly working hours etc. | Contracts of EmploymentOpt out as necessaryCovid update |
| General Data Protection Regulations 2018(As amended 2022) | ICO | Requirement to maintain data and records sufficiently and with due care and diligence. Staff trained to be aware of requirements and breaches. | ICO RegistrationData policies and training. |
| Health Protection (Coronavirus) Regulations 2020(As amended 2022) | DoH&SE | Requirements for reporting and preventing spread of the virus | As requiredInc face masks, travel etc |