



HUMBERSIDE FIRE AND RESCUE SERVICE

# HEALTH, SAFETY & ENVIRONMENT

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## CONTAMINATION OF PERSONNEL IN A NON- EMERGENCY ENVIRONMENT

<b>Owner</b>	<b>Director of Service Improvement</b>
<b>Responsible Person</b>	<b>Head of Health &amp; Safety</b>
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## **1. INTRODUCTION**

Humberside Fire and Rescue Service acknowledge that staff visiting off-site locations as part of non-emergency daily business may be at risk of being exposed to hazardous materials such as:

- Chemical liquids/vapours and gases
- Dust that by its very nature is a hazard to the respiratory system
- Biological hazards
- Radiation hazards

## **2. EQUALITY AND INCLUSION STATEMENT**

HFRS has a legal responsibility under the Equality Act 2010, and a commitment, to ensure it does not discriminate either directly or indirectly in any of its functions and services nor in its treatment of staff, in relation to race, sex, disability, sexual orientation, age, pregnancy and maternity, religion and belief, gender reassignment or marriage and civil partnership. It also has a duty to make reasonable adjustments for disabled applicants, employees and service users.

## **3. GUIDANCE**

The Service recognises its general duty under Section 2 of the Health and Safety at Work Act 1974 to ensure, as far as reasonably practicable, the health, safety and welfare of personnel at work.

The Service must also ensure that all other relevant legislative requirements are complied with and that all reasonably practicable controls are in place to mitigate any injury or ill health.

### **Visiting a premise outside the control of Humberside Fire and Rescue Service**

- There may be occasions when HFRS personnel will have to enter premises which are not in control of the Service to undertake the requirements of their role.
- Prior to their arrival at the site the employee(s) who undertake such visits will make appropriate enquiries with a responsible person of the premises as to whether there are any foreseeable hazards or risks that they need to be made aware of (see Appendix 1 (Pre-inspection / Visit Check Form HS\_43)).
- In certain circumstances the Service may have information in the form of Site Specific Risk Information (SSRI) which should be consulted to ascertain if any historical evidence is available to adequately inform them of any risks.

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Depending on the responses to the questions, the HFRS employee may need to check with their Line Manager that the visit can take place.

The Line Manager if in any doubt over the safety of their personnel must delay the visit until they have obtained guidance from a HFRS Hazmat (Hazardous Material) Officer.

- On arrival at the site, the HFRS employee must establish that the situation regards to foreseeable hazards and risks has not changed from the information provided by the responsible person of the premises. If the situation has changed or there is any doubt regards to personal safety or the responsible person refuses to sign the HS 43, then the HFRS employee must contact their Line Manager for guidance and not proceed with the visit until authorised.

The Line Manager if in any doubt over the safety of their personnel must delay the visit until they have obtained guidance from a HFRS Hazmat Officer.

- The HFRS employee will be required to carry out a dynamic risk assessment during the visit regarding foreseeable hazards which could be encountered.

If any significant risk is discovered, then suitable controls must be in place to ensure the safety of personnel i.e. avoid that area of the premises or site.

***Definition: ‘dynamic risk assessment’ is the continuous process of identifying hazards, assessing risk, acting to eliminate or reduce risk, monitoring and reviewing in a changing environment.***

***Definition: ‘hazard’ something with the potential to cause harm. This could be anything from a slippery floor to a radiation leak from a nuclear reactor.***

***Definition: ‘risk’ a combination of the likelihood that the harm from a particular hazard will occur and the possible severity of the harm.***

- Any information which is discovered whilst carrying out a visit that may present a risk to other fire service personnel must be captured in the appropriate format (SSRI) to ensure that the information is available to others who may visit the premises in the future.

**Procedures in case of exposure to hazardous substances**

- On any occasion an employee of HFRS has been exposed to a hazardous substance and there is immediate danger to their safety, the person(s) must do the following;

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- Immediately remove themselves from the hazard area and make use of any onsite decontamination facilities under the supervision of the responsible person from the site.
  - If it is considered an emergency, then the individual should contact Fire Service Control through the 999 system and provide information as requested and also state they are a HFRS employee.
  - The Service will respond to the call in the normal manner with regards to any other emergency situation.
- On any occasion an employee of HFRS suspects they have been exposed to a hazardous substance, but they are not in any immediate danger or emergency situation, then the person(s) must do the following;
    - Immediately remove themselves from the hazard area.
    - Contact their line manager straight away to provide as much detail as possible with regards to:
      - Confirm they have removed themselves from further exposure.
      - What they believe they have been exposed to.
      - Why they believe they have been exposed.
    - The person(s) must ensure that they do not contaminate any other piece of equipment, building or another person.
    - The line manager will immediately contact Service Control to obtain contact with the Duty Hazmat Officer. The Service has a dedicated team of HAZMAT Officers who will be able to provide competent advice as to suitable actions to be taken.
    - It may be deemed from the information provided that mobilisation of the Pre-Determined Attendance (PDA) is made to the location of the incident.
  - If exposure is believed to have been to a Blood Borne Virus (BBV) the line manager should gain prompt medical advice, as access to health services within 48 hours may mitigate the effects of exposure (contact Occupational Health Section for more information).
  - Any exposure must be recorded on a PP26 HAZMAT Report Form and also on the Service's online health & safety reporting system in line with Policy guidance note (PGN) for Safety Event Reporting, Recording and Investigation Arrangements so that:
    - The incident is formally recorded;
    - An accident/incident investigation can be allocated to determine root causes to prevent reoccurrence.

**If you require further guidance on this document, please contact the**

**Health, Safety & Environment Section**

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**APPENDIX 1**

**Pre- inspection checklist**

**HS 43**

To be completed when arranging a visit/inspection.

		<b>CFRMIS Prem id</b>	
<b>Address</b>		<b>Visit reason</b>	<b>TFS / CFS Ops / Other</b>
<b>Name of responsible person contacted</b>			
<b>Person filling in form</b>		<b>Date</b>	
<b>Question</b>			<b>Yes</b>
			<b>No</b>
<b>1.</b>	<b>Are there any sources of asbestos on the premises?</b>		
	If yes, it is in a good condition (not disturbed)?		
	Are there adequate controls preventing exposure?		
	Do the premises have an asbestos register?		
<b>2.</b>	<b>Are there any hazardous chemicals on the premises?</b>		
	If yes, are they adequately stored away?		
	Are there adequate controls to prevent exposure?		
<b>3.</b>	<b>Are there any sources of radiation on the premises?</b>		
	Are there adequate controls to prevent exposure?		
<b>4.</b>	<b>Are there any biological hazards on the premises?</b>		
	Are there adequate controls to prevent exposure?		
<b>5.</b>	<b>Are there any other sources of hazardous substances that I should be aware of? (If yes, please add to additional comments)</b>		
<b><u>Additional comments:</u></b>			
<p><i>Upon confirmation from the responsible person that nothing has significantly changed since the initial contact HFRS employer is to sign in the box below</i></p> <p><i>I confirm as the responsible person that there has been no significant change to the information contained on this form since completion.</i></p>			
<b>Visiting HFRS employee's signature:</b>		<b>Date:</b>	<b>Number:</b>
<b>Responsible persons signature:</b>		<b>Date:</b>	