

Annex A

Annual review of safety policies			General			Stress			Smoking			Mobile phones	4 days
Service and individual requests - 5 per month approx													30 days
Investigation of accidents to employees or public													5 days
Check insp/ testing on UNIFORM	Gas + Crem	Fire + CO	Legnella + Depot	PAT + Jub 2	Asb + Kidsgrove T Hall	Fire ext + Museum	Lifts + St G Ch	Evac chair + KSC	Elecs + Cemy	Vent + G'hall	Gas + Depot Houses	Fire + Comm Centre	30 min per month 1 day
Renew First Aid At Work certificate													2 days
Maintaining CPD status - 3 yr cycle													Av 10 "points" p.a., 10 days approximately