

Assessing risks for computer users

Display screen equipment risk assessment 2 day course

Human
APPLICATIONS

Overview

An increasing number of jobs require employees to use computers or 'display screen equipment' (DSE). We are becoming a more sedentary society partly due to the increased use of DSE. We have fewer reasons to leave our desk and are suffering as a result. It is widely recognised that this increase in DSE use is a major contributor in the development of musculoskeletal problems, visual fatigue and mental stress. Many employers are now realising the benefits of risk assessment, not only in order to fulfil their legal obligations but also to take a proactive approach to improve the efficiency and health of their employees.

This course is designed for those with little or no previous health and safety experience. On completion of the course delegates will have a good working knowledge of the theory and practice of carrying out DSE risk assessments as required by the Display Screen Equipment Regulations. It is intended that upon their return to the workplace delegates will promote safe working in an office environment and ensure the effective use of equipment and furniture. The course also covers issues associated with 'hot-desking', working at home, use of laptops, alternative input devices, etc.

The presenters are all experienced ergonomists who have practical experience of implementing the Regulations within a wide range of organisations. The course is part of the Professional Development Programme offered by the Institution for Occupational Safety & Health (IOSH), the lead professional body for safety in Europe. Delegates must meet the attainment levels set by IOSH in order to pass the course (30 minute test - closed book).

Aims

- To provide delegates with an understanding of why DSE risk assessments should be conducted
- To enable the delegates to understand how to conduct an effective DSE risk assessment
- To ensure that delegates understand the issues associated with managing the DSE risk assessment process

Learning objectives

After the courses delegates will be able to:

- Understand how to comply with UK and EU health & safety law in relation to DSE risk assessment
- Identify hazards and assess risks associated with the use of DSE
- Inform users of the hazards associated with using DSE and how to implement good practice
- Record DSE risk information when appropriate
- Assist line managers in managing the risk assessment process



Prerequisites

None, but delegates would benefit from having an understanding of their organisations existing DSE risk assessment process (if there is one) and how many people they are expected to assess. Delegates should also be allocated time by their managers to conduct assessments once back in the workplace.

Who should attend?

DSE risk assessments are a line management responsibility. Risk assessors may be line managers themselves or those appointed to carry out assessments on behalf of line managers. Delegates should have good writing skills, be able to communicate to all staff levels, and be able to take a practical approach to problem solving.

Outline Programme - to be tailored to local requirements

DAY 1

- Introduction to the principles of risk assessment
- Health & Safety Law and DSE Regulations 1992
- The working body and the risks from DSE
- Meeting the workstation minimum standard
- Understanding and educating the DSE user
- Introduction to the pre-assessment questionnaire

DAY 2

- The DSE risk assessment process
- Training DSE users in good practice
- Practical – Conducting DSE risk assessments
- Principles of risk ranking
- Managing the DSE risk assessment process
- Test (closed book)

Contact Details: For further information about training and our support consultancy services in Ergonomics, Health & Safety & Business Risk Management, contact Nigel Heaton - Director of HA. Tel: 01509 211866 or email enquiries@humanapps.co.uk or visit our website at www.humanapps.co.uk

