

WINTER 2013

Welcome!

Hello and welcome to the Winter 2013 Edition of the RRC Newsletter- Health and Safety Business.

Here you'll find an overview of the most exciting and important developments at RRC and events we're involved in. As always, you can find more information on our website at www.rrc.co.uk

RRC at the SHP IOSH Awards

RRC attended the annual SHP IOSH Awards at the London Hilton on 24 October and was delighted to sponsor, once again, the Campaign of the Year category.

Representing the company on the night were new team members Gareth Lewis – RRC's Head of Corporate Client Relations, and Course Development Manager Tina Weadick, who commented afterwards that this year was the "most relaxed and fun Awards ever" – understandable, given the fact that Tina – in her previous role as Editor of SHP – spent most of her time on stage hosting the proceedings!

Also joining us on the RRC table this year were Course Management Administrator Rebecca Mohan-Kenny, Customer Services Manager Kayley O'Flynn, RRC tutors Zoe Neasham and Bob Bowman, and students Claire Hoff, Sarah Maddox and Adam Wilkinson. Sarah and Adam are currently studying for the NEBOSH Diploma with RRC, while Claire learnt shortly after the Awards that she had passed Unit D and so has successfully completed her Diploma studies. Congratulations Claire!



The RRC Table at the SHP IOSH Awards
From left to right: Gareth, Adam, Claire, Sarah, Kayley, Tina and Rebecca

Keeping everyone in line for the evening was RRC Managing Director Gary Fallaize, who presented the Campaign of the Year trophy to UNO Buses, a subsidiary company of the University of Hertfordshire. The winning campaign was developed on the back of research into the health of bus drivers, which revealed unhealthy lifestyles and related health problems caused by the drivers' sedentary occupation and shift patterns.



Award for Campaign of the Year presented by RRC's Gary Fallaize

A fun night was had by all – especially those lucky enough to witness Gareth's spectacular gyrations on the dancefloor. Hopefully, his knees will have recovered in time for next year's ceremony!

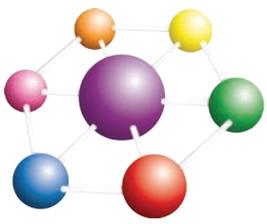
HSG65 is Changing

You may be aware that UK Health and Safety executive (HSE) recently announced changes to HSG65 *Successful Health and Safety Management*. Although the HSE support website is now online, the revised guidance document has not yet been published. As soon as this document is available we will produce a Technical Update which overviews the changes and implications of these.

As always, RRC students will also be notified of any information or amendments relevant to their course as soon as possible.

To learn more about the new health and safety management guidance, visit the dedicated HSE website:

www.hse.gov.uk/managing



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NEW RRC Tutor Blog

As the more observant of you may have noticed, my tutor blog has recently been re-vamped. As well as my general musings on all things health, safety and environment, I've also recruited some other RRC tutors to help by making their own contributions on a diverse range of topics - from NEBOSH exam technique to the perception of health and safety.



The most recent post is all about the recent changes to **RIDDOR** and will be particularly useful in conjunction with the new Technical Update (see below).

www.rrc.co.uk/blogs

NEW Technical Update

RIDDOR

The **Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR)** came into effect 1 October 2013, revoking and replacing the 1995 version and all subsequent amendments.

We've produced a comprehensive Technical Update which details all the important changes and information you'll need.

www.rrc.co.uk/free-resources/technical-updates.aspx

As always, if you're an RRC student you'll find detailed information on the changes relevant to your course in this edition of Student Focus but this Technical Update will also provide you with a good understanding of the overall changes which have been made.



NEBOSH Environmental Award Pilot

New Dates Added

We recently launched a brand new Pilot qualification - the NEBOSH Award in Environmental Awareness at Work. The response to this new course has been overwhelming and our first course is already fully booked. We're scheduling further courses in the new year; all the details are available on the website:

www.rrc.co.uk/nebosh/nebosh-award/nebosh-award-in-environmental-awareness-at-work.aspx

This is a really exciting entry level qualification offering an introduction to environmental concepts and how they relate to our day-to-day lives - and particularly at work. It's a one day classroom course and we're currently offering dates in London. If you have a team who all need training, we can also deliver the course in your workplace - contact info@rrc.co.uk for details.

Meet Us At...

RRC have got a couple of quiet months ahead, but we will still be exhibiting at the following event:

- **SHE Show North East**

26 Nov | Newcastle, UK

We've got lots planned for the new year, so we hope to see you at an event soon.

As always, we'll include all the relevant information on our website as soon as we have more details. You'll also find details here of the past events we've attended:

www.rrc.co.uk/news/events.aspx

I look forward to seeing you soon.

All the best,

David Towlson
Director of Training and Quality





Student Focus

This is the section of the newsletter where we focus on any important updates to your course. Please review the following carefully for anything which may impact your studies.

Don't worry - we'll make all the amendments noted here to your online resources too.

RRC Resources

RRC Environmental Law and Case Law Guide

We have updated the content of the Environmental Law and Case Law Guide to include a new entry on the **CRC Energy Efficiency Scheme Order 2013**.

If you are studying a national (UK) course, please refer to the following link for this new entry:

[CRC Energy Efficiency Scheme Order 2013](#)

Please also note the following amendments:

CRC Energy Efficiency Scheme Order 2010

We have replaced the Note at the beginning of this entry with the following:

“Key Amendments to the CRC Energy Efficiency Scheme Order 2010

The **CRC Energy Efficiency Scheme Order 2010** has been significantly amended by Schedule 9 of the **CRC Energy Efficiency Scheme Order 2013**. The 2010 version following this amendment now covers only requirements for the first phase of the scheme, with the 2013 version covering requirements for the second and subsequent phases of the scheme (April 2014 onwards). Amendments to the 2010 version include:

- From June 1 2013 decreasing the number of fuels on which participants must report usage from 29 to 2 (electricity and gas for heating).
- Making the scheme less complex by removing the 90% rule and Climate Change Agreements (CCA) exemption rule.
- From June 2013 removing the requirement to publish a Performance League Table but still publishing participants' aggregated energy use and emission data.
- Minimising overlap with other climate change legislation.”

Energy Information Regulations 2011

We have added the following new paragraph at the end of this entry:

“The **Ecodesign for Energy-Related Products and Energy Information (Amendment) Regulations 2013** amend these regulations by adding motors, household tumble driers and directional lamps including LEDs to the products within the scope of the regulations.”

These changes have been made to the online version of the Environmental Law and Case Law Guide which can be accessed via your e-Zone Library.

Any changes required to your study elements as a result of the legislation referred to above are covered in the section on your course below.



NEBOSH Diploma

NEBOSH National Diploma in Occupational Health and Safety

Unit A

We will be updating the study material for this unit to cover the **Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013**, a recent change to the **Health and Safety at Work etc. Act 1974** regarding the right of individuals to bring a claim for breach of a statutory duty, and the withdrawal of ACoP L21.

In the meantime you may find the following brief summary useful:

[Unit A Summary](#)

Element A2

We have amended the study material for this element to reflect the fact that underlying causes and root causes are commonly used as synonymous terms.

In the main section on **Theories of Loss Causation**, subsection **Immediate, Underlying and Root Causes**, the opening paragraphs now read:

“There are various ways of classifying accident causes. Remember that the same term may be used by different people to mean different things – you can check this for yourself by doing an Internet search on the above terms.

When analysing accidents it is common to distinguish between immediate causes and underlying causes. The latter are also sometimes called root causes. The term used can vary but the most important thing to remember is to look beyond the symptoms of the accident. You need to dig down beyond the obvious (immediate) causes to discover why it happened, or why it was allowed to happen. Usually, an accident occurs as a result of multiple chains of events; following these back will lead to underlying causes, tackling which can stop similar accidents happening again.

- Immediate cause refers to the direct cause of the accident, i.e. the actual agent of injury or damage, such as the sharp blade of the machine.
- Underlying, or root causes are the less obvious systemic, or organisational reasons for the incident.

We will now look at unsafe acts and conditions in more detail.”

Note: this change has already been made to your online material.

Unit B

We will be updating the study material for this unit to cover the **Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013** and a recent change to the **Health and Safety (First-Aid) Regulations 1981**.

In the meantime you may find the following brief summary useful:

[Unit B Summary](#)

We have already amended the study material for Elements B1 and B9 to include more sources of further information (HSG228, INDG171 and INDG36). Please refer to the following Supplement for the amendments:

[Unit B Supplement](#)

Note: these changes have already been made to your online material.



Unit C

Elements C3 and C4

You should note that the duties of the Environment Agency in Wales are now the responsibility of Natural Resources Wales.

Element C6

We have updated the question and suggested answer in the Exam Skills section for this element. Please refer to the following updated section for the details:

[Element C6 Exam Skills](#)

Note: these changes have already been made to your online material.

Element C8

We will be updating the study material for this element to cover a revised edition of HSG107 *Maintaining portable electrical equipment*.

In the meantime you may find the following brief summary useful:

[Unit C Summary](#)

We have already amended the study material for this element to include an additional source of further information (HSG85).

In the main section on **Installation, Use and Inspection of Electrical Systems**, under the subheading **Use of Permits-to-Work**, the following More box has been added immediately before the example of a Permit-to-Work:



More...

Guidance on issues to consider when devising safe working practices for people who carry out work on or near electrical equipment can be found in the HSE publication, HSG85 Electricity at work: Safe working practices, available at:

<http://www.hse.gov.uk/pubns/priced/hsg85.pdf>

Note: this change will be made to your online material shortly.



NEBOSH International Diploma in Occupational Health and Safety

Unit IA

Element IA2

We have amended the study material for this element to reflect the fact that underlying causes and root causes are commonly used as synonymous terms.

In the main section on **Theories of Loss Causation**, under the subheading **Immediate, Underlying and Root Causes**, the first two paragraphs (including the bullet points) have been replaced by the following:

“There are various ways of classifying accident causes. Remember that the same term may be used by different people to mean different things – you can check this for yourself by doing an Internet search on the above terms.

When analysing accidents it is common to distinguish between immediate causes and underlying causes. The latter are also sometimes called root causes. The term used can vary but the most important thing to remember is to look beyond the symptoms of the accident. You need to dig down beyond the obvious (immediate) causes to discover why it happened, or why it was allowed to happen. Usually, an accident occurs as a result of multiple chains of events; following these back will lead to underlying causes, tackling which can stop similar accidents happening again.

- **Immediate cause** refers to the direct cause of the accident, i.e. the actual agent of injury or damage, such as the sharp blade of the machine.
- **Underlying, or root causes** are the less obvious systemic, or organisational reasons for the incident.”

Note: this change has already been made to your online material.

Unit IB

Element IB9

We have amended the study material for this element to include two more sources of further information from the UK HSE (INDG171 and INDG36).

At the end of the main section on **Types, Causes and Examples of Musculoskeletal Hazards**, immediately before the **Revision Questions**, the following has been added to the **More** box:

“The HSE publication, INDG171 *Managing upper limb disorders in the workplace – A brief guide*, is aimed at employers and managers in small businesses and is available at:

<http://www.hse.gov.uk/pubns/indg171.pdf>”

In the main section on **Assessing and Controlling Musculoskeletal Risks**, at the end of the subsection entitled **Display Screen Equipment Control Measures**, the following **More** box has been added:



More...

The HSE publication, INDG36 Working with display screen equipment (DSE) – A brief guide, explains how employers and employees should comply with the UK Health and Safety (Display Screen Equipment) Regulations 1992 and gives advice on how to assess any risks associated with DSE.

There is also an associated workstation checklist to aid in risk assessment.

The publications can be accessed at:

<http://www.hse.gov.uk/pubns/indg36.pdf>

<http://www.hse.gov.uk/pubns/ck1.pdf>



Note: these changes have already been made to your online material.

Element IB10

We will be updating the study material for this element to cover a recent change to the UK's **Health and Safety (First-Aid) Regulations 1981**.

In the meantime you may find the following brief summary useful:

[Diploma Unit IB Summary](#)

Unit IC

Element IC8

We will be updating the study material for this element to cover a revised edition of the UK HSE's guidance document, HSG107 *Maintaining portable electrical equipment*.

In the meantime you may find the following brief summary useful:

[Diploma Unit IC Summary](#)

We have already amended the study material for this element to include an additional source of further information (HSG85 from the UK HSE).

In the main section on **Installation, Use and Inspection of Electrical Systems**, under the subheading **Use of Permits-to-Work**, the following **More** box has been added immediately before the example of a Permit-to-Work:



More...

Guidance on issues to consider when devising safe working practices for people who carry out work on or near electrical equipment can be found in the UK HSE publication, HSG85 *Electricity at work: Safe working practices*, available at:

<http://www.hse.gov.uk/pubns/priced/hsg85.pdf>

Note: this change has already been made to your online material.



NEBOSH National Diploma in Environmental Management

Unit ED1

We have augmented and updated the study material for this unit to include:

- EU Environmental Action Programmes (Element 1).
- The transfer of the Environment Agency's functions in Wales to Natural Resources Wales (all Elements except Elements 2 and 12).
- The advice and support service, Resource Efficient Scotland (Element 1).
- Types of environmental data and its accuracy and verification (Element 1).
- Revocation of the **Notification of Installations Handling Hazardous Substances Regulations 1982** (Elements 1 and 13).
- The 2013 version of ISO 14031 (Element 4).
- Changes brought about by the **Industrial Emissions Directive (2010/75/EU)** (Elements 5, 6, 9 and 10).
- The **Pollution Prevention and Control (Industrial Emissions) Regulations (Northern Ireland) 2013** (Elements 5 and 6).
- The transfer of the functions of the Countryside Council for Wales to Natural Resources Wales (Elements 5 and 14).
- The relaunch of NetRegs as a source of environmental information for Scotland and Northern Ireland (Element 5).
- The updated GRI 4 *Sustainability Reporting Guidelines* (Element 7).
- Mandatory greenhouse gas reporting under the **Companies Act 2006 (Strategic and Directors' Reports) Regulations 2013** (Elements 7 and 15).
- The **Directive on Environmental Quality Standards (2008/105/EC)** (Elements 9, 11 and 13).
- A change to the Landfill tax maximum credit (Element 9).
- An amended table of UK Business Recovery and Recycling Targets (Element 9).
- The 2013 edition of *Technical Guidance WM2 – Hazardous waste – Interpretation of the definition and classification of hazardous waste* (Element 9).
- The current requirements of waste transfer notes and consignment notes (Element 9).
- A change to the measures required regarding nitrogen fertilisers in Nitrate Vulnerable Zones (NVZs) (Element 11).
- The **Water Resources (Scotland) Act 2013** (Element 11).
- Diagrams illustrating the hazards which pose a threat to groundwater quality and factors which control the vulnerability of aquifers to pollution (Element 11).
- The **Bathing Water Regulations 2013** (Element 11).
- The 2013 edition of PPG1- *Understanding Your Environmental Responsibilities - Good Environmental Practices* (Element 11).
- The National Planning Policy Framework (Elements 12 and 14).
- The withdrawal of Planning Policy Guidance (PPG) documents (Elements 12 and 14).
- The **Detergents (Amendment) Regulations 2013** (Element 13).
- An amendment to the **Dangerous Substances (Notification and Marking of Sites) Regulations 1990** (Element 13).
- The **EU Biocides Regulation (528/2012)** and the **Biocidal Products and Chemicals (Appointment of Authorities and Enforcement) Regulations 2013** (Element 13).
- The abolition of the Commission for Rural Communities (Element 14).
- **EU Regulation No. 995/2010** and the **Timber and Timber Products (Placing on the Market) Regulations 2013** (Element 14).



Unit ED1 (continued)

- The withdrawal of Regional Spatial Strategies (RSSs), Planning Policy Statements (PPSs), Minerals Policy Statements (MPSs) and Minerals Planning Guidance (MPG) documents (Element 14).
- The current British Standard for the investigation of contaminated sites (BS EN 10175:2011) (Element 14).
- BS 42020:2013 *Biodiversity - Code of practice for planning and development* (Element 14).
- Changes to the **Building Regulations** (Element 15).
- A change to the Renewable Heat Incentives scheme (Element 15).
- The **CRC Energy Efficiency Scheme Order 2013** (Element 15).
- The **Ecodesign for Energy-Related Products and Energy Information (Amendment) Regulations 2013** (Element 15).

Please refer to your online material for the amendments (and to your separate notification if you are sitting the exam in December 2013).

NEBOSH Certificate

NEBOSH National General Certificate

Unit NGC1

We have updated the study material for this unit to cover:

- The withdrawal of the ACoP (L21) to the **Management of Health and Safety at Work Regulations 1999** (Element 1).
- A recent change to the **Health and Safety (First-Aid) Regulations 1981** (Element 3).
- The **Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR)** (Elements 4 and 5).

Please refer to the following Supplement for the amendments:

[NGC1 Supplement](#)

Note: these changes have been made to your online material.

NEBOSH International General Certificate

Unit IGC1

Element 5

We have amended the study material for this element to reflect the fact that underlying causes and root causes are commonly used as synonymous terms.

In the main section on **Investigating Incidents**, subsection **Basic Investigation Procedures**, the second paragraph under the subheading **Step 2: Analysing Information** now reads as follows:

“Immediate causes are the obvious causes that gave rise to the event itself. These will be the things that occurred at the time and place of the accident. E.g. a worker slips on a patch of oil spilt on the floor- injuring his back as he falls backwards and hits the ground. The immediate cause of the back injury is hitting the ground, but there are many contributors to this cause. It is common to think of these in terms of unsafe acts and unsafe conditions. So here, for example, we might have the slippery oil (unsafe condition), and the worker walking through it (unsafe act).”

Note: this change has already been made to your online material.



NEBOSH Construction Certificate

Unit NGC1

We have updated the study material for this unit to cover:

- The withdrawal of the ACoP (L21) to the **Management of Health and Safety at Work Regulations 1999** (Element 1).
- A recent change to the **Health and Safety (First-Aid) Regulations 1981** (Element 3).
- The **Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR)** (Elements 4 and 5).

Please refer to the following Supplement for the amendments:

[NGC1 Supplement](#)

Note: these changes will be made to your online material shortly.

Unit NCC1

We have updated the study material for this unit to cover:

- The abolition of regional planning authorities (Element 2).
- A recent change to the **Health and Safety (First-Aid) Regulations 1981** (Element 2).
- The **Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR)** (Element 9).

Please refer to the following Supplement for the amendments:

[NCC1 Supplement](#)

Note: these changes will be made to your online material shortly.

NEBOSH International Construction Certificate

Unit IGC1

Element 5

We have amended the study material for this element to reflect the fact that underlying causes and root causes are commonly used as synonymous terms.

In the main section on **Investigating Incidents**, subsection **Basic Investigation Procedures**, the second paragraph under the subheading **Step 2: Analysing Information** now reads as follows:

“Immediate causes are the obvious causes that gave rise to the event itself. These will be the things that occurred at the time and place of the accident. E.g. a worker slips on a patch of oil spilt on the floor- injuring his back as he falls backwards and hits the ground. The immediate cause of the back injury is hitting the ground, but there are many contributors to this cause. It is common to think of these in terms of unsafe acts and unsafe conditions. So here, for example, we might have the slippery oil (unsafe condition), and the worker walking through it (unsafe act).”

Note: this change has already been made to your online material.



NEBOSH Fire Certificate

Unit NGC1

We have updated the study material for this unit to cover:

- The withdrawal of the ACoP (L21) to the **Management of Health and Safety at Work Regulations 1999** (Element 1).
- A recent change to the **Health and Safety (First-Aid) Regulations 1981** (Element 3).
- The **Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR)** (Elements 4 and 5).

Please refer to the following Supplement for the amendments:

[NGC1 Supplement](#)

Note: these changes have been made to your online material.

Unit FC1

We have updated the study material for this unit (Elements 1 and 6) to cover the **Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR)**.

Please refer to the following Supplement for the amendments:

[FC1 Supplement](#)

Note: these changes have been made to your online material.

NEBOSH International Fire Certificate

Unit IGC1

Element 5

We have amended the study material for this element to reflect the fact that underlying causes and root causes are commonly used as synonymous terms.

In the main section on **Investigating Incidents**, subsection **Basic Investigation Procedures**, the second paragraph under the subheading **Step 2: Analysing Information** now reads as follows:

“Immediate causes are the obvious causes that gave rise to the event itself. These will be the things that occurred at the time and place of the accident. E.g. a worker slips on a patch of oil spilt on the floor- injuring his back as he falls backwards and hits the ground. The immediate cause of the back injury is hitting the ground, but there are many contributors to this cause. It is common to think of these in terms of unsafe acts and unsafe conditions. So here, for example, we might have the slippery oil (unsafe condition), and the worker walking through it (unsafe act).”

Note: this change has already been made to your online material.



Unit IFC1

Element 1

We have amended the study material for this element to cover changes to the examples of reportable incidents under UK legislation.

In the main section on **Recording and Reporting Fire-Related Incidents**, subsection Recording and Reporting Fire-Related Incidents and Injuries, the text now reads as follows:

“There may be legal requirements in respect of reporting fire-related injuries and/or dangerous occurrences specified by local legislation.

Reportable incidents under UK legislation include:

- **Fatalities.**
- **Specified injuries**- fire-related examples:
 - Serious burns (covering more than 10% of the body, or damaging the eyes, respiratory system or other vital organs).
 - Unconsciousness caused by asphyxia.
 - Any injury arising from working in an enclosed space, which leads to heat-induced illness or requires resuscitation or admittance to hospital for more than 24 hours.
- **Over-seven-day injuries.**
- **Dangerous occurrences** - fire-related examples:
 - Electrical short circuit or overload causing fire or explosion.
 - An explosion or fire causing suspension of normal work for over 24 hours.
 - Releases of flammable liquids or gases (e.g. due to the sudden failure of a storage vessel) where the release, if ignited, would cause a major explosion or fire.”

Also, in the subsection on **Other Internal Recording Systems**, under the subheading **Country Specific Forms**, the last paragraph now reads:

“The following is an example of an official data collection form used in the UK for notifiable accidents.”

The form has been changed to the one shown in the following link:

[Form F2508](#)

Note: these changes have been made to your online material.

NEBOSH Certificate in Environmental Management

Unit EC1

Element 2

We have made a small amendment to the study material for this element. In the main section on **Benefits and Limitations of Introducing Formal EMS into the Workplace**, under the subheading **ISO 14000 Family of Standards**, the following revised line appears in the table:

ISO 14031:2013	Environmental Management – Environmental Performance Evaluation – Guidelines
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Note: this change has been made to your online material.



Element 6

We have amended the study material for this element in relation to consignment notes for hazardous waste.

In the main section on Managing Waste, subsection Transportation including Transfer to an Authorised Person and Required Regulatory Documentation, the following sentence under the subheading Regulatory Documentation has been deleted:

“An example of a consignment note is shown later.”

In the **More** box below the **Jargon Buster**, the following has been added:

“For an example of a completed consignment note see Appendix D of *A guide to the Hazardous Waste Regulations* for small businesses, available on the UK Environment Agency’s website at:

http://a0768b4a8a31e106d8b0-50dc802554eb38a24458b98ff72d550b.r19.cf3.rackcdn.com/LIT_5552_28b742.pdf”

The example of a *Hazardous Waste Consignment Note* at the end of the subsection has been deleted.

Note: these changes have been made to your online material.

NEBOSH International Technical Certificate in Oil and Gas Operational Safety

Unit IOG1

Element 1

We have amended the study material for this element to reflect the fact that underlying causes and root causes are commonly used as synonymous terms.

In the main section on **Learning from Incidents**, subsection **Basic Investigation Procedures**, the second paragraph under the subheading **Step 2: Analysing Information** now reads:

“Immediate causes are the obvious causes that gave rise to the event itself. These will be the things that occurred at the time and place of the accident. E.g. a worker slips on a patch of oil spilt on the floor, injuring his back as he falls backwards and hits the ground. The immediate cause of the back injury is hitting the ground, but there are many contributors to this cause. It is common to think of these in terms of unsafe acts and unsafe conditions. So here, for example, we might have the slippery oil (unsafe condition), and the worker walking through it (unsafe act).”

Note: this change has already been made to your online material.

NEBOSH National Certificate in the Management of Health and Well-Being at Work

Unit NHC1

We have updated the study material for this unit to cover:

- Recent statistics on employee absence and ill-health (Elements 1, 4 and 7).
- The **Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR)** (Elements 1 and 3).
- The withdrawal of L21, the ACoP to the **Management of Health and Safety at Work Regulations 1999** (Element 1).
- The legal definition of noise (Element 3).
- The work of the Mental Health Foundation (Element 5).

Please refer to the following Supplement for the amendments:

[NHC1 Supplement](#)

Note: these changes have been made to your online material.



NEBOSH Award

NEBOSH Award in Health, Safety and Environment for the Process Industries

Unit PS2

Element 2

We have updated the study material for this element to include the current requirements of a waste transfer note and a consignment note.

In the main section on **Classification of Waste**, subsection **Managing Waste**, the first paragraph of the text under the subheading **Regulatory Documentation** has been amended to read:

“Transfer Notes describe the parties to the transfer and the waste itself. Copies of all such transactions must be kept for a minimum of two years. There is no standard version of the Transfer Note but it must describe the waste in sufficient detail so the transferee can safely manage it.”

The existing example of a Transfer Note has been deleted and replaced by the following More box:



More...

A template waste transfer note is available on the Environment Agency's website at:

<http://www.environment-agency.gov.uk/business/topics/waste/40047.aspx>.

The third paragraph of the text under the subheading **Regulatory Documentation** now reads:

“The Consignment Note remains with the waste until point of final disposal, being further completed by each waste carrier in the chain of custody.”

The existing example of a Consignment Note has been deleted and replaced by the following More box:



More...

For an example of a completed consignment note see Appendix D of A guide to the Hazardous Waste Regulations for small businesses, available on the Environment Agency's website at:

http://a0768b4a8a31e106d8b0-50dc802554eb38a24458b98ff72d550b.r19.cf3.rackcdn.com/LIT_5552_28b742.pdf.

Note: these changes will be made to your online material shortly.



IEMA

IEMA Associate Certificate in Environmental Management

Element 5

We have updated the study material for this course to include:

- The current requirements of a waste transfer note and a consignment note (Element 4).
- Changes to the methodology for assessing hazardous wastes (Element 4).
- BS 42020:2013, Biodiversity- Code of practice for planning and development (Element 6).
- A diagram illustrating hazards which pose a threat to groundwater quality (Element 6).
- The EC Directive on Environmental Quality Standards (2008/105/EC), the EC Directive on Drinking Water (98/83/EC) and the EU Biocides Regulation (528/2012) (Element 8).
- The 2013 version of ISO 14031 (Element 11).

Please refer to the following Supplement for the amendments:

[IEMA Associate Supplement](#)

Note: these changes have been made to your online material.

IEMA Foundation Certificate in Environmental Management

We have updated the study material for this course to cover:

- Mandatory greenhouse gas reporting under the **Companies Act 2006 (Strategic and Directors' Reports) Regulations 2013** (Element 2).
- The current requirements of a waste transfer note (Element 2).
- The 2013 version of the standard ISO 14031 (Element 4).

Please refer to the following Supplement for the amendments:

[IEMA Foundation Supplement](#)

Note: these changes have been made to your online material.

IEMA Introduction to Environmental Management Systems

Element 1

We have made a small amendment to the study material for this element. In the section on **The Latest Developments with the ISO 14000 Series and EMAS**, the following revised line appears in Table 1:

ISO 14031:2013	Environmental Management – Environmental Performance Evaluation – Guidelines
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Note: these changes have been made to your online material.



Examination Closing Dates

The registration dates for the next available sittings for the NEBOSH exams are listed below. Please make sure you are aware of any mandatory entry requirements, such as submission of coursework, attendance at workshops, etc.

Please note that the following information is based on the National dates set by NEBOSH. Some centres arrange 'local' examination dates, which will fall on different days.

Course	RRC Exam Registration Closing Dates	Examination Date
NEBOSH Award in Health and Safety at Work/Process Industries		
Units: HSW1, HSEP1	02/12/2013	07/01/2014
	02/01/2014	04/02/2014
	03/02/2014	04/03/2014
NEBOSH National Certificate		
Units: NGC1, GC2, FC1, NCC1, EC1, NHC1	02/01/2014	05/03/2014
NEBOSH International Certificate		
Units: IGC1, GC2, IFC1, ICC1, IOG	02/01/2014	05/03/2014
NEBOSH Diploma in Environmental Management		
	01/04/2014	05/06/2014
NEBOSH Diploma Unit A/Unit IA		
	01/05/2014	08/07/2014
NEBOSH Diploma Unit B/Unit IB		
	01/05/2014	09/07/2014
NEBOSH Diploma Unit C/Unit IC		
	01/05/2014	10/07/2014

If you wish to be entered for the NEBOSH Diploma January 2014 exams you must be registered with NEBOSH by 01/10/2013.

NEBOSH Diploma Unit D/Unit ID	RRC Project Registration Closing Date	2014 Project Submission Dates
	02/01/2014	26/02/2014
	01/04/2014	28/05/2014
	01/07/2014	27/08/2014
	01/10/2014	26/11/2014

RRC Middle East

Please click the following link to access RRC Middle East to check course dates and fees for 2013/14.

www.rrc.com.bh