



Annual Report | 2016

2016

Contents

Report of the Chief Executive to Pat Breen TD, Minister for Trade, Employment, Business, EU Digital Single Market and Data Protection. . .	2
Role of the Health and Safety Authority	5
Strategy of the Health and Safety Authority 2016–2018.	6
The Board and the Executive of the Health and Safety Authority	7
Report under the Protected Disclosures Act	9
1 Occupational Safety and Health Programmes 2016	10
2 Chemicals Programmes.	27
3 Market Surveillance Programmes.	37
4 Irish National Accreditation Board Programmes	39
5 Cross-organisational Programmes	41
6 Appendices	47
Appendix 1: Extracts from audited financial statements of the Health and Safety Authority for the year ended 31 December 2016 . . .	48
Appendix 2: Enforcement statistics 2016	62
Appendix 3: Outcomes of Prosecutions 2016	68
Appendix 4: Legislation Development Programme 2016	75
Appendix 5: Guidance Development Programme 2016	76
Appendix 6: 2016 Annual Report to the Minister on the operation of the Chemicals Acts 2008 and 2010	77
Appendix 7: Statement of Compliance with the requirements of the Code of Practice for the Governance of State Bodies 2009.	83

Report of the Chief Executive to Pat Breen TD, Minister for Trade, Employment, Business, EU Digital Single Market and Data Protection

Minister,

We are pleased to submit our annual report for 2016. This is the first annual report under the Authority's strategy for 2016 to 2018.

The Authority achieved a challenging and broad programme of work in 2016. Across the areas of workplace health and safety regulation, chemicals regulation and national accreditation, we continued our approach of supporting Irish enterprise, primarily through the provision of information and advice, and through enforcement where necessary.

Sadly, there were 45 work related deaths in 2016. The agriculture sector had the highest number of fatalities at 21. Regrettably the trend of agriculture having the highest fatality rate continues. Over recent years we have worked extensively with a range of groups in agriculture to promote and encourage improved performance in this sector. In 2016 the Authority, working with the Farm Safety Partnership Advisory Committee, implemented year two of a three year action plan. We also continued the work of collaboration with other organisations. Discussion groups and farm walks formed a key element of our programme.

We completed over 10,400 inspections and investigations under safety, health and chemicals legislation in 2016. Our focus on inspection and investigation continues to be risk based and evidence led. The programme included more than 2,000 inspections in the agriculture sector (including forestry and fishing). In the construction sector we increased the inspection level and completed over 3,600 inspections to take account of the recovery in the sector and the influx of returning and new workers. Just over 1,200 inspections and investigations were conducted under chemicals legislation. Our inspection programme also examined the approach to the management of health and safety in a number of other sectors including docks, healthcare, manufacturing, quarries, public sector and retail and wholesale. Our inspectors also completed over 1,100 investigations of fatal accidents, serious injuries and complaints on safety, health and chemicals. Across our inspection programme, we provided written advice in over 4,280 cases. Where our inspectors found more serious breaches, they issued 300 improvement notices and over 400 prohibition notices. The Authority concluded 17 prosecutions in 2016, resulting in total fines imposed of more than €600,000. We also completed 779 market surveillance checks of chemical products on the Irish market, including 450 on liquid laundry capsules as part of an EU-wide market surveillance campaign. The campaign found that overall non-compliance rates for these laundry capsules was 12%. In addition there were 22 identified companies in Ireland that had products with safety issues, all of which were addressed through inspection or investigation.

Alongside our enforcement activities, we undertook an extensive programme of support and advice. An independent survey of the Authority's inspection process demonstrated the benefits of inspection for employers and workplaces. Based on the direct experience of inspection, 92% of employers indicated they had an increased commitment to health and safety, 90% indicated the inspection had reduced the chance of an accident at their place of work, 89% had an increased awareness of hazards at the workplace and 74% had taken action on health and safety issues that they were previously aware of but had not actioned.

The BeSMART tool, which assists businesses across a range of sectors, including services, agribusiness and construction, saw over 8,000 new users. By year end, BeSMART had reached 38,476 registered users.

In 2016 we started implementation of our strategic objective on workplace health. This involved an occupational hygiene inspection programme, and an increased focus on psychosocial, stress and bullying in the workplace. In construction we conducted a health based campaign on respirable silica, sun protection and manual handling. We participated in the development of the EU guidance on respirable crystalline silica exposure in the construction sector. We published guidance on ergonomic good practice for transport and logistics operations and the supply and distribution of 50kg fertiliser bags in the agricultural supply chain. Together with the State Claims Agency and the Critical Incident Stress Management Network Ireland, we worked on developing our Work Positive online tool to address stress related issues for employees dealing with traumatic events.

We targeted our activities towards chemicals that are carcinogenic, mutagenic or toxic to reproduction (CMRs) and respiratory sensitisers. *The Chemical Agents Code of Practice for OELVs* was published and inputs provided to the EU discussions on adding the first batch of chemicals to the Carcinogens Directive as part of the EU Commission's commitment to updating that Directive. As part of our REACH programme under the *2020 Roadmap* on identifying relevant substances of very high concern (SVHCs), we also continued to focus efforts on identifying sensitisers for follow-up regulatory action as appropriate.

As the national REACH and CLP helpdesk, we answered over 200 queries from industry. We ran seminars on REACH 2018 registration and safe chemical usage. .

The revised SEVESO regulations and the associated new fees regime were fully implemented in 2016. The Authority and relevant companies met the requirements for notifications and updates to safety reports. A significant range of advice and guidance material to assist operators comply with the new regulations was made available online.

We increased our focus on safety representatives with the publication of updated guidance on safety representatives and safety consultation. Inspectors continue to engage with safety representatives during inspections (21% of all inspections for 2016 found that a safety representative was present at the place of work)

In the area of work-related vehicle safety we implemented the first year of the 2016-2018 plan through a joint work programme with the RSA and An Garda Síochána. A joint information portal was launched alongside new employer guidance, online learning course and ad campaigns to highlight the importance of managing risks related to driving for work.

We carried out activities at all levels of the education system. The Authority organised six *Keep Safe* events in primary schools in collaboration with other state agencies. Over 26,000 students at post-primary and in further education participated in the *Choose Safety* programme. Our e-learning portal continued to attract an increasing number of learners, with over 13,000 courses taken in 2016.

Awareness raising and the communication of key safety and health messages continued to be a major element of our prevention activities throughout 2016. Our communications function implemented high profile awareness raising campaigns in relation to general worker safety, farm safety, construction safety and new workers. This activity included traditional television and radio channels as well as more innovative use of digital and social media channels. Our communications activity also included a wide range of seminars, events and conferences and the publication of 27 new guideline documents covering a variety of topics such as occupational hazards in dentistry, chemical safety on farms and manual handling in the transport and logistic sector. Our call centre, which continues to be a key point of contact for employees, employers and members of the public, dealt with approximately 20,000 inbound customer contacts.

The Authority renewed the lease on its Dublin headquarters building and achieved space-saving efficiencies. Innovative solutions were developed for mobile inspection data recording and also to support accreditation business processes. The Authority carried out recruitment for the first time since 2008.

The demands of Freedom of Information requests in relation to civil cases continued to rise. A total of 179 requests were processed compared to 135 during 2015.

The Irish National Accreditation Board delivered an ongoing programme of accreditation to industry and implemented a significant new client relationship management system and revised business practices.

Towards the end of 2016 the effects of Brexit became apparent and were most notable in the level of interest from bio-medical, pharma, and chemical industry players exploring future options in Ireland and within the EU. There was also an increased interest in companies coming to Ireland to offer business certification for product safety.



Martin O'Halloran

Chief Executive Officer

The mandate of the Health and Safety Authority includes the following areas:

- To regulate and promote the safety, health and welfare of people at work and those affected by work activities.
- To regulate and promote the safe manufacture, use, placing on the market, trade and transport of chemicals.
- To act as the surveillance authority in relation to relevant single European market legislation.
- To act as the national accreditation body.

The Irish National Accreditation Board (INAB) was integrated into the Health and Safety Authority in 2014. It is the Irish national body with responsibility for accreditation in accordance with the relevant International Organisation for Standardisation (ISO) 17000 series of standards and guides and with the harmonised EN 45000 series of European standards. INAB currently provides its accreditation services to calibration, testing and medical testing laboratories, certification bodies and inspection bodies. It is also the statutory compliance monitoring authority with responsibility for the inspection and verification of good laboratory practice (GLP). It acts as the national competent body responsible for the registration of organisations in accordance with the EU Eco-Management and Audit Scheme (EMAS).



Strategy of the Health and Safety Authority 2016-2018



The Authority's strategy for the period 2016 to 2018 sets out five strategic priorities. The five priorities are:

1. **Health:** Increase the focus on work-related health risks.
2. **Safety:** Maintain and develop the advances achieved in the management of work-related safety risks.
3. **Chemicals:** Focus on the risks to human health and safety arising from chemicals used at work and by the general public.
4. **Accreditation:** Provide an impartial, internationally recognised accreditation service, responsive to market demands through the Irish National Accreditation Board.
5. **How we work:** Continue to change and transform the way we work.

Regular updates on the delivery of the programme of work were provided to the Board of the Authority and to the Minister throughout 2016.



The Board determines the Health and Safety Authority's operational policy. It comprises twelve members: a chairperson and eleven members appointed by the Minister. The Minister appoints members nominated by organisations which are representative of the interests associated with occupational safety and health and chemicals regulation, including employees, employers and other bodies. Appointments are for a term of three years in a part time capacity.

The Board of the Authority was appointed between December 2013 and February 2014 by the Minister for Jobs, Enterprise and Innovation, Richard Bruton. Four of the appointments were selected from suitably qualified and experienced persons who applied following a call for expressions of interest from the Public Appointments Service.

All of the Board members complete their three-year terms between December 2016 and February 2017. Many Board members are continuing for a second term; where vacancies have arisen Board members were either nominated from representative bodies or recruited using the Public Appointments Service.

Board member	Position	Board meetings attended in 2016 (out of 9)
Chairperson		
Michael Horgan	Former Chief Executive, Royal College of Surgeons of Ireland	8
Employer Nominees		
George Brett	Occupational Health, Safety and Environment Director, Amcor Flexibles	5
Robert Butler	Head of Learning and Development, Construction Industry Federation	8
Michael Gillen	Senior Executive, Pharma Chemical Ireland	9
Employee Nominees		
Pat Kenny (Deputy Chairperson)	Staff Side Secretary, An Post, Communications Workers' Union	8
Frank Vaughan	Director of Education, Irish Congress of Trade Unions	8
Christine Rowland	Sector Organiser, SIPTU	9
Ministerial Nominees		
Paul Cullen	Principal Officer, Department of Jobs, Enterprise and Innovation	9
Vicki O'Reilly	Quality, Compliance and Regulatory Manager, SISK Healthcare	7
James Phelan	Former Dean of Agriculture and Head of the Department of Agribusiness, Extension and Rural Development, UCD	9
John McCartney	Director of Research at Chartered Surveyors, Savills Ireland	8
Carol Bolger	Former Head of Business Management, Ulster Bank	7

The Chief Executive Officer, together with three assistant chief executives, manages the implementation of strategy in line with the Authority's statutory responsibilities and policies as set out by the Board.

At the end of 2016, the Authority (including INAB) employed 158.6 staff, including inspectors, professional and technical specialists, administrators and clerical staff.

The Board and Executive of the Health and Safety Authority



Board of the Authority



Michael Horgan

Chairperson



George Brett

Employer Nominees



Robert Butler



Michael Gillen



Pat Kenny (Deputy Chairperson)

Employee Nominees



Frank Vaughan



Christine Rowland



Paul Cullen

Ministerial Nominees



Vicki O'Reilly



James Phelan



John McCartney



Carol Bolger

Executive of the Authority

CEO



Martin O'Halloran

Assistant Chief Executive



Brian Higgisson

Operational Compliance and Prevention

Assistant Chief Executive



Sharon McGuinness

Chemicals and Prevention

Assistant Chief Executive



Robert Roe

Corporate Support, Communications & Education

INAB is a committee of the Health and Safety Authority. The Board of INAB has 12 members and is appointed by the Board of the Authority.

Board member	Position	Board meetings attended in 2016 (out of 6)
Mr Tom O'Neill, Chairperson (to October 2016)	Former Site Leader, Pfizer Manufacturing, Ringaskiddy, Cork	5
Ms Ita Kinahan, Vice-Chairperson	Former State Chemist, State Laboratory	6
Dr Adrienne Duff	Manager of INAB, ex-officio Board Member	6
Mr Jan van der Poel	Chief Executive, Dutch Accreditation Council (RvA)	5
Mr Ray Ellard	Director of Consumer Protection, Food Safety Authority	4
Mr Jim O'Toole	Director of Meat and Livestock Division, Bord Bia	5
Dr Emer Lawlor (to June 2016)	Consultant Haematologist	2
Mr Paul Hetherington	Director of the National Metrology Laboratory	6
Mr Peter Dennehy	CEO Pre-Hospital Emergency Care Council	4
Dr Caitriona Fisher	Director of Quality, Scientific Affairs and Communications, Health Products Regulatory Authority	6
Mr Grant Henderson	Country Manager, Applus Car Testing Service	4
Dr Micheal Lehane	Programme Manager, Environmental Protection Agency	3
Mr. John O'Loughlin (appointed November 2016)	Laboratory Manager Rotunda Hospital	1
Dr David Graham (appointed November 2016)	Deputy Chief Executive Animal Health Ireland	0

Report under the Protected Disclosures Act 2014

Under the Protected Disclosures Act 2014 every public body is required to publish a report on the number of protected disclosures made to the public body in the preceding year and the action taken (if any) in response to the protected disclosures. In 2016 the Chief Executive of the Authority, in the context of his role as a *prescribed person* under the Protected Disclosures Act 2014, received three protected disclosures from parties external to the Authority. All three disclosures were referred to Authority inspectors for investigation. In one case a written response has been sent to the person making the disclosure and the case has been closed. The investigations into the other two cases are ongoing.

Operational area	Planned actions	Progress
Agriculture	The Farm Safety Partnership Advisory Committee will develop and launch a new three-year <i>Farm Safety Action Plan 2016–2018</i> . The overall objective of the plan will be to reduce the level of fatalities and serious injuries and improve the health profile in the agriculture sector.	The Farm Safety Action Plan 2016–2018 was approved by the Board of the Authority and launched by Minister Breen at the Teagasc Beef Event in Grange Co. Meath.
	Implement Year 1 of the Farm Safety Action Plan.	Six working groups were established and made progress on the six major goals set out in the plan.
	Targeted awareness campaigns relating to both health and safety in agriculture will be delivered through media, events and advertising. This will include joint initiatives with other groups in the sector.	Press, radio and social media campaigns were run at key times during the year to support initiatives and farm safety events. The member organisations of the FSPAC supported these campaigns.
	Work with farming organisations to promote the issue of farmer health, including the use of a simple stress assessment tool, promoting good health through blood pressure and health checks at the National Ploughing Championship and assessing the outcome of fit-for-farming review.	Farmer health and mental health were given significant focus at the Ploughing Championships and at the National Farm Safety Conference. Blood pressure checks and general health advice were provided.
	Develop e-learning course on the topic of tractor and machinery safety.	Good progress was made on developing the tractor e-learning course; the course will be completed in early 2017.
	Publish information sheets to increase the knowledge and understanding of particular farm machinery hazards.	A <i>Safe Stop</i> triple disc holder for tractors and machinery was developed and launched at the Ploughing Championships to encourage safe parking and safe handover of farm machinery.
	The current code of practice on farm safety will be fully reviewed and updated, including the online system.	The review of the code of practice was completed and initial design work for reprinting started. The revised code will be launched in early 2017.
	Run the Authority's stand at the National Ploughing Championships, including the safety demonstrations area. Also have a presence at a small number of other major agricultural shows.	Safety stands were run at the Grass and Muck event held by the Farm Tractor and Machinery Trade Association, at the Tullamore Show, at the Teagasc Beef Event and at the National Ploughing Championships. Demonstrations included tractor safety, loader safety, quad safety, PTO safety and safe working at height.

Operational area	Planned actions	Progress
Agriculture <i>(Continued)</i>	<p>A national Farm Safety Conference will be held as a focus for discussing developing trends in farmer safety and health.</p> <p>Child safety on farms, particularly for children at primary and post-primary school level, will be promoted using existing e-learning and the <i>Choose Safety</i> programme.</p> <p>Ensure appropriate research is carried out to influence the Authority's prevention strategy.</p> <p>Agree a new joint prevention initiative with Teagasc aimed at improving the safety and health record of those working in the agricultural sector.</p> <p>Carry out a national programme of farm inspections to address key issues within different farming types. Inspections will focus on high-risk activities and key concerns such as vehicle safety, general safety management, machinery safety, animal handling, slurry handling, and child and elderly safety.</p> <p>The inspection programme will aim to increase awareness of relevant occupational health issues in the sector.</p> <p>Inspectors will be available to engage with farmers through the Knowledge Transfer Group structures established by the Department of Agriculture, Food and the Marine. The Authority will, where resources allow, support stakeholders' initiatives by providing farm walks and talks. Requests for support will be considered on a case-by-case basis.</p>	<p>The National Farm Safety Conference was held in Mullingar and attracted over 140 delegates who were given critical updates on farm safety.</p> <p>All primary schools were requested to deliver a farm safety multimedia presentation for children and the Authority's Keep Safe farm safety online course at www.hslearning.ie before the summer holiday period.</p> <p>Research was again supported, specifically a PhD Walsh Fellowship research project to look at the influence of integrating occupational safety and health into Knowledge Transfer Groups.</p> <p>This joint initiative continued. It ensures that Teagasc and the Authority work closely to ensure all initiatives are based on sound research and have practical application.</p> <p>There were 2,151 farm inspections and 67 investigations carried out. It was found that 87% of farms had a safe play area for children and 86% addressed the involvement of elderly farmers in farming activity. In addition, 69% had safe facilities for calving, 65% had safe slurry handling facilities, and tractor handbrakes were serviced in 71% of cases. PTO guards were in place in 54% of cases.</p> <p>The use of the Farm Safety Code of Practice was reviewed in 1,557 farm inspections. The assessments indicated that relevant hazards were adequately recorded in 81% of cases. Health and safety actions were adequately addressed in 64% of cases. Other results for compliance with health and safety management requirements for these sectors are set out in the appendices to this report.</p> <p>We participated in 27 Knowledge Transfer Group meetings and farm safety walks and engaged with over 1,500 farmers in the process.</p>

Operational area	Planned actions	Progress
Agriculture <i>(Continued)</i>	<p>A two-week farm safety campaign will be carried out, which will be linked to initiatives and actions from farmer representative organisations.</p>	<p>There were 304 farm inspections carried out during this campaign in April. Enforcement action was taken in 152 of these inspections. As for the annual campaign the poor guarding of PTOs on vacuum tankers and agitators resulted in 18 prohibition notices being served, with many more requiring improvements. Compliance in the following areas was similar to the levels found in the general inspection programme - safe calving facilities, servicing of tractor handbrakes, assessment of risks to children and elderly farmers. The inspection campaign was accompanied by a social media programme with Facebook and Twitter used to increase safety awareness.</p>
Construction	<p>Guidance and information will be developed and made available in relation to the following specific areas:</p> <ul style="list-style-type: none"> – Construction Skills Certification Scheme – Occupational health in construction. <p>New operational guidance on temporary traffic management at roadworks will be advanced in conjunction with the Department of Transport, Tourism and Sport and other sector partners.</p> <p>Continue to support the Department of Jobs, Enterprise and Innovation (DJEI), SOLAS and Quality and Qualifications Ireland (QQI) in maintaining and developing the national qualifications and training structures for the construction sector.</p> <p>Through our engagement in both the Construction Advisory Committee and the Construction Safety Partnership, we will support and actively participate in initiatives developed by other groups in the sector.</p> <p>Add value to our work by collaborating with the construction division of Health and Safety Executive Northern Ireland to develop cross-border initiatives in areas of mutual concern.</p>	<p>Guidance relating to Construction Skills Certification Scheme has been drafted but not published as the management of these schemes is under review by SOLAS.</p> <p>Guidance on crystalline silica dust in the construction sector was developed and published on our website.</p> <p>Operational guides on temporary traffic management at roadworks was further developed by the DTTS working group. The guides will be finalised and published in 2017.</p> <p>Worked with the DJEI, SOLAS, QQI and the Department of Education and Skills (DES) in reviewing schemes. SOLAS has established a Stakeholder Oversight Group which the Authority is represented on to continue the work of reviewing the schemes and determining the appropriate governance for them.</p> <p>Co-ordinated the amalgamation of the Construction Safety Partnership and the Construction Advisory Committee into a new group the Construction Safety Partnership Advisory Committee (CSPAC). Board approval was obtained for the new committee and its terms of reference. Work was initiated on the development of a three year plan for publication in 2017. An annual construction forum event was held.</p> <p>Meetings were held with the HSENI construction unit. Information and statistics were shared, particularly relating to occupational health issues in construction.</p>

Operational area	Planned actions	Progress
Construction <i>(Continued)</i>	<p>Raise awareness of safety and health among the self-employed and small contractors.</p> <p>Raise awareness of mental health and well-being issues; opportunities for joint initiatives with other interest groups in the sector will be supported.</p> <p>Organise the third-level <i>Safety in Construction</i> project competition, aimed at helping undergraduate students to develop and embed their knowledge and understanding of safety and health in construction.</p> <p>The construction inspection programme to monitor compliance with the relevant legislation, particularly with regard to known high-risk activities, will be increased. Inspections will continue to include small construction companies and the self-employed. There will be a specific focus on:</p> <ul style="list-style-type: none"> - safety and health management and ensuring the control of high-risk safety activity; - specific occupational health issues. <p>Two week-long inspection campaigns will be completed, one focusing on occupational health, the other on work at height.</p>	<p>The majority of inspections undertaken were on contractors with less than 9 employees (71%) and the self-employed (9%). Further initiatives to raise awareness with the self-employed and small contractors included the development of the <i>In the Blink of an Eye</i> videos with the CIF and the National Rehabilitation Hospital. These videos were promoted extensively on social media to target the self-employed and small contractors. The further development of BeSMART for the construction sector also provided extra support to the self-employed / small contractors.</p> <p>Supported the CIF Pieta House <i>Mind Our Workers</i> campaign by raising awareness of the campaign through CSPAC and the Authority's website and social media.</p> <p>The competition was run and an award event was organised in February.</p> <p>There were 3,664 inspections and 363 investigations completed in this sector. There was a particular focus on small contractors and the self-employed. Inspections addressed health and safety management and occupational health on construction sites. Enforcement actions in the form of improvement or prohibition notices or written inspection reports were taken in 48% of these inspections. Other results for compliance with health and safety management requirements for this sector are set out in the appendices to this report.</p> <p>The first campaign was run in June and focused on occupational health issues on construction sites. In the 539 inspections carried out during the campaign it was found that 72% carried out risk assessments for hazardous dusts, 59% used tool extraction, 70% used water suppression for dust removal when cutting concrete, 66% provided appropriate respiratory protection equipment to workers and on 57% of sites workers were aware of the correct RPE. On sites that were required to appoint a safety representative it was found that this was done on 40% of those sites.</p>

Operational area	Planned actions	Progress
Construction <i>(Continued)</i>		<p>During the September campaign 338 inspections were carried out and focused on work at height. Enforcement action was taken in 37% of these inspections in the form of formal notices or written reports.</p> <p>During these two campaigns social media channels were used to highlight dangerous activities and situations and to promote safe practices, with over 100,000 reached in each campaign.</p>
Docks	Promote the <i>Code of Practice for Health and Safety in Dock Work</i> published in 2015 and due to come into effect in January 2016.	The code came into effect on 1 January. The code was promoted during the 19 inspections of docks. These inspections covered cargo handling, vessel repair, inland freight and any service activities around water transport.
Engineering	<p>Reports submitted on the examinations for pressure and lifting equipment will be reviewed and actioned where serious issues of concern are identified.</p> <p>Participation in European Union advisory committees and working groups in the following areas relating to the mandate of the Authority:</p> <ul style="list-style-type: none"> - Machinery - Lifts - Pressure equipment - ATEX - Personal protective equipment <p>RAPEX (EU rapid alert system facilitating exchange of information between member states relating to products posing a serious risk to safety and health) will be monitored and alerts highlighted to relevant sectors.</p> <p>Continue our role as national coordinator for ICSMS (information and communication system for pan-European market surveillance).</p>	<p>A total of 1,366 reports were reviewed with approximately 300 referred for action by the local inspector.</p> <p>The following meetings were serviced: Lift Working Group [WG]-1; Lift Administrative Cooperative Working Group (ADCO)-1; Machinery WG-2; Machinery ADCO-1, Earthmoving Machinery-3, Prosafe project-3, PED ADCO-1, ATEX WG-2; ATEX ADCO-2; PPE WG-1; PPE ADCO-1, MACHEX-1; ETUI seminar (machinery)-1.</p> <p>The weekly RAPEX reports were monitored, of which 50 alerts were identified as being of interest: 29 machinery; 18 personal protective equipment; 2 pressure equipment; 1 transport of pressure equipment). There were 22 identified companies or businesses in Ireland that sold the products with safety issues. Follow-up action was initiated.</p> <p>The Authority continued to act as national coordinator for ICSMS.</p>

Operational area	Planned actions	Progress
Engineering <i>(Continued)</i>	<p>Development of a policy position in relation to visibility devices on earthmoving machinery.</p> <p>Engage with interest groups, including SAFED (Safety Assessment Federation) and ILEA (Irish Lifts and Escalators Association), on requirements for statutory examinations.</p> <p>Participation in ETCI committees.</p> <p>Provide expert support through participation in NSAI committee on cranes.</p>	<p>A draft policy position was prepared in light of discussions at EU meetings but has not been finalised on account of ongoing discussions in relation to standards.</p> <p>Ongoing communication maintained with SAFED and ILEA.</p> <p>Meetings of wiring committee and ETCI Council attended.</p> <p>No meeting in 2016.</p>
Ergonomics and manual handling	<p>Continue the musculoskeletal disorder (MSD) risk-management project through a combination of targeted inspections, training and advice.</p> <p>Engage with corporate employers as appropriate.</p> <p>Complete a task analysis project and workshops with inspectors and other interested groups to investigate the range of systems of work on farms as they relate to manual handling; prepare a report on recommended actions.</p> <p>Information sheet developed on ergonomic good practice for transport and logistic operations.</p> <p>Complete a number of proactive inspections in manufacturing based on analysis of available accident data.</p> <p>Complete report on supply and distribution of 50kg fertiliser bags in the supply chain and present to stakeholders. Identify follow-up actions as agreed with the stakeholder groups.</p>	<p>The Health and Safety Laboratory (UK) delivered Mac Tool training to a group of inspectors. Referral inspections were completed to address ergonomic issues at workplace level.</p> <p>Conducted inspections to review manual handling operations on farms. Collaborated with NUI Galway in completion of a survey of farmers in the mid-west. Report prepared on the findings of the inspections and survey.</p> <p>An information sheet on ergonomic good practice for transport and logistic operations was published and disseminated. A briefing on the control measures was delivered at three nationwide transport safety seminars in June.</p> <p>A number of premises were inspected to assess manual handling in manufacturing.</p> <p>A report was prepared on the supply and distribution of 50kg fertiliser bags. The findings were presented to stakeholders; submissions were requested from stakeholders in relation to the findings and proposed follow up actions.</p>

Operational area	Planned actions	Progress
Fishing and aquaculture	<p>Carry out inspections of fishing vessels to improve standards of safety and health in the commercial sea and marine fishing sector.</p> <p>Develop guidance on safety and health in aquaculture.</p> <p>Seek opportunities to bring about improvements in the fishing sector by collaborating with other government departments and agencies through memoranda of understanding.</p>	<p>A total of 23 fishing vessels were inspected. These inspections concentrated on boats at the pier and monitored compliance with safety statement preparation and the implementation of the Authority's guidance for the sector.</p> <p>The guidance document on aquaculture was not progressed.</p> <p>The Authority was represented on the Workplace Relations Commission Risk Profiling and Inspection Group on working conditions for non-EU fishermen. We advised the group and prepared the relevant occupational safety and health requirements for its report. This report was submitted to the Minister for Agriculture, Food and the Marine to implement its recommendations.</p>
Forestry	<p>Forestry operations will be inspected to determine compliance by the relevant duty-holders in line with the <i>Code of Practice for Managing Safety and Health in Forestry Operations</i>.</p>	<p>The 75 forestry inspections looked at the health and safety responsibilities of the landowner and the forestry manager for forestry operations, worker training and machine safety. Compliance was found to be at 87% . The inspections took place for logging operations, silviculture and for support services to the forestry industry e.g. the road transporting of logs and trees.</p>
Healthcare	<p>Ongoing engagement, communications and consultations with the sector on safety and health issues as appropriate. Stakeholders include HSE at national level, representative bodies and other regulators in healthcare.</p> <p>Implement a programme of inspections in the healthcare sector. Inspections will be across all service types and will include a focus on safety and health for employees in the homecare industry and management of hazardous agents in the workplace. Continue to monitor safety management as part of good governance. Data gathered from inspections will be assessed to inform future activities in the sector.</p>	<p>There was ongoing engagement with stakeholders in the healthcare sector through formal and informal processes. The Authority was part of the local organising committee on the fifth International Conference on Violence in the Health Sector. The Authority is part of an advisory group for developing standards in the occupational health services.</p> <p>There were 195 inspections and 40 investigations carried out in the sector. Inspections reviewed the effectiveness of the health and safety management programmes in hospitals and community care facilities. The results show that 66% of workplaces inspected had systems in place for monitoring and reviewing their health and safety performance. Compliance with patient handling requirements found that 94% had written risk assessments on patient handling, 89% did individual patient handling assessments, 95% had instructors with FETAC People Handling Instruction Award (Level 6) and 94% had training that relates to the type of patient handling activities being conducted in the place of work.</p>

Operational area	Planned actions	Progress
Healthcare <i>(Continued)</i>	<p>Develop sector-specific guidance, including guidance on hazards in dental practice, safety and health and home care. Review and update the Authority's <i>Safety and Health Audit Tool</i> for the sector.</p> <p>Monitor national and international data and reports on safety and health in healthcare to inform future interactions with the sector.</p> <p>Provide information and advice on sector-specific topics in healthcare; provide practical guidance on complying with safety and health legislation in healthcare.</p>	<p>Other results for compliance with health and safety management requirements for this sector are set out in the appendices to this report.</p> <p>A guide on <i>Occupational Hazards in Dentistry</i> and a guide on <i>Safety and Health in Home Care</i> were published.</p> <p>An elearning programme for employees in the healthcare sector will be developed and will be available in 2017.</p> <p>The Authority's audit tool has been reviewed and was found to still be fit for purpose. Other stakeholders, for example, the HSE continue to develop their own health and safety audit tools specific to their needs.</p> <p>National and international data and reports on health and safety continued to be monitored to inform interventions with the sector. This included data and reports from EU OSHA, CSO, HSE UK, THOR reports, expert reports, HSE and HSA data.</p> <p>Requests for information and advice from the sector were responded to as appropriate.</p>
Manufacturing	<p>Carry out a programme of inspections in the manufacturing sector to assess safety and health management systems, and on other topics, including work equipment safety, slips, trips and falls and driving for work.</p> <p>Manufacturers of concrete products will be the focus of a specific inspection campaign.</p>	<p>There were 669 inspections and 116 investigations completed to assess compliance with requirements for a safety statement, safety consultation and safety representation. The results of these assessments are set out in the appendices to this report.</p> <p>A pre-stressed concrete inspection campaign was carried out at 20 premises. The initiative resulted in raised standards of cleaning and checking of equipment such as wedges, barrels and tensioning pumps, training of operatives and the positioning of operatives during the tensioning process. Significant improvements in the storage and handling of the steel wire drums and the provision of restraining devices over the tensioned wires were implemented.</p>

1 Occupational Safety and Health Programmes 2016

Operational area	Planned actions	Progress
Mines and quarries	<p>Develop guidance on geotechnical assessment of quarries and slope stability. Produce a worker safety information sheet for quarry workers.</p> <p>The quarry inspection programme will have a particular focus on conveyor guarding, working at height (quarry face and maintenance), quarry worker health protection, tyre safety (changing and inflation) and the Quarry Skills Certification Scheme.</p> <p>A mines inspection programme will continue.</p> <p>An all-island Quarry Safety Conference will be held with HSENI.</p>	<p>This geotechnical guidance and guidance for quarry workers was progressed through the Quarry Safety Partnership. Both guides will be published in early 2017.</p> <p>There were 242 inspections and 20 investigations carried out. These included 10 inspections and 1 investigation carried out at all metal (zinc/lead) and gypsum mines. The quarries inspections found that compliance was at 76% for quarry face edge protection and work procedures in place, 91% had procedures for maintenance at height, 86% had adequate conveyor safety, and 99% of quarry works had valid QSCS Cards. Other results for compliance with health and safety management requirements for these sectors are set out in the appendices to this report.</p> <p>The conference was held in Armagh and addressed both underground mining and surface quarrying issues.</p>



Operational area	Planned actions	Progress
Mines and quarries <i>(Continued)</i>	Run the UK and Ireland mine rescue competition.	No Irish mine rescue competition was held in 2016 due to a number of mine closures. However, a rescue team from New Boliden Tara Mines competed at the 10th International Mine Rescue Competition held in Ontario Canada. The Irish team competed against 27 teams from around the world most of which were full time professionals. The Irish team were overall runners up, reflecting the very high standards of mine rescue practice in Ireland and the UK.
New and returning workers	<p>Provide information and guidance to heighten awareness among employers of the increased risks posed to employees in the initial six months of their employment.</p> <p>Update the <i>Choose Safety</i> programme to strengthen the content regarding preparation for the world of work and new workers' induction.</p> <p>Develop a course on induction for new employees on hslearning.ie.</p>	<p>Inspectors looked at this issue when reviewing safety statements and looked for the existence of induction and training records for new staff recently employed. The focus will continue in the 2017 work programme.</p> <p><i>Choose Safety</i> programme content reviewed and updated.</p> <p>Scope of induction course expanded to develop a MOOC (massive open online course) in collaboration with IT Sligo. This course is under development and will be launched in 2017.</p>
Occupational health	<p>Develop three-year action plan on occupational health for the Strategy 2016–2018; implement Year 1 actions. Engage with relevant stakeholder groups as appropriate.</p> <p>Continue work with Department of Social Protection and EU OCCUSTAT on developing shortlist of reportable occupational illnesses in each member state.</p> <p>Manage data collection system on occupational illnesses provided by the University of Manchester (THOR ROI). Analyse data provided, together with other data sources, and devise appropriate follow-up actions.</p> <p>Provide support to DJEI as required to ensure transposition of Electromagnetic Field Regulations by 1 July 2016. Develop and promote guidance on the regulations.</p>	<p>The focus of the first year was health in construction. Guidance and training given to construction inspectors for health campaign which took place in June 2016 focussing on respirable silica, sun protection and manual handling of glazing units.</p> <p>Attended final two meetings of OCCUSTAT at which a short list of occupational diseases was agreed for a pilot project in which DSP will be involved. A number of meetings were held with DSP to progress sharing of their data on occupational illnesses.</p> <p>The annual THOR ROI report was received. Discussions took place with University of Manchester on how to improve the usefulness of the annual report.</p> <p>The EMF directive transposed into national legislation by the transposition date of 1 July 2016. A short guide was published in November 2016.</p>

Operational area	Planned actions	Progress
Occupational health (Continued)	Engage with the Healthy Ireland programmes and in particular the actions of Healthy Workplaces Group.	Attended meetings of the Healthy Ireland Workplace Group focussing on developing a healthy workplace framework.
Public sector	<p>Liaise with the key agencies and employers that can influence and support health and safety at work in the public sector, including the State Claims Agency, the Local Government Management Agency and employers in the public sector.</p> <p>Implement a programme of inspections in all areas of the public sector, including the civil service; commercial state agencies; non-commercial state agencies; and local authorities. We will continue to focus on safety management systems as part of good governance.</p> <p>Develop the public sector section of the Authority's website to make available relevant guidance and advice on sector-specific issues.</p> <p>Provide advice and support to external stakeholders with regard to compliance and best practice.</p> <p>Continue to monitor national and international data and reports on safety and health in the public sector to inform future interactions with the sector.</p> <p>Update and engage in a national training programme for <i>Guidelines on Managing Health and Safety</i> in post-primary schools.</p>	<p>We liaised with key agencies and employers that influence and support health and safety at work. This included a range of employers and the State Claims Agency.</p> <p>There were 120 inspections and 20 investigations completed in this sector. Thirty-nine of these inspections involved detailed reviews of the health and safety management system, including interviews with key personnel. Compliance with general health and safety management requirements for this sector are set out in the appendices to this report.</p> <p>The public sector section of the Authority's website has been reviewed and updated.</p> <p>Requests for information and advice from the sector have been responded to as appropriate.</p> <p>We have continued to monitor data and reports from a variety of sources to inform any future interventions with the sector.</p> <p>Process to update the Guidelines on Managing Safety and Health in post-primary schools underway, in partnership with the State Claims Agency and Dept of Education and Skills. Updated guidance to be launched in 2017.</p>
Safety representatives	<p>A programme of initiatives to support safety representatives in their role will be developed in 2016, for implementation in 2017–2018.</p> <p>Inspectors will engage with safety representatives during the inspection process.</p>	<p>Guidance on safety representatives and safety consultation was updated and published. A further information sheet for workers was drafted in 2016 and will be published early in 2017. Inspectors continue to seek out safety representatives during inspections. The results of these interventions for the main NACE sectors are set out in the appendices to this report. Overall 21% of all inspections for 2016 found a safety representative.</p>

Operational area	Planned actions	Progress
Slips, trips and falls	<p>Follow-up actions in relation to the root-cause analysis done in 2015 will be completed through targeted inspections and specific guidance. Guidance developed on preventing vehicle-related slips, trips and falls.</p> <p>Inspections will target those sectors where vehicle-related slips, trips and falls accidents are particularly common: manufacturing, wholesale and retail, healthcare, public sector, and transport and storage.</p> <p>Inspections completed to survey the installation of stairs during construction projects.</p>	<p>The Authority developed a sector specific information sheet <i>Watch your Step - Preventing Vehicle Related Slips, Trips and Falls</i> for drivers and transport workers. A briefing on the guidance and control measures was delivered at the Authority's regional transport seminars.</p> <p>There were 712 slip, trip and fall assessments carried out during inspections. There was 86% compliance (written risk assessments prepared); 66% of these assessments had identified potential spill sources and 82% had identified precautions to prevent accidents on walkways.</p> <p>There were 378 assessments carried out on construction sites. It was found that 82% had carried out risk assessments, while only 4% had heard of and used the crouch-and-sight test to check the consistency of stair steps. Following the inspection surveys, the Authority's website was updated with practical information aimed at preventing slips, trips and falls on stairs.</p>
Small business support	<p>Implement Year 3 of the <i>Taking Care of Business Plan 2014–2016</i> to enable small businesses to efficiently manage employee safety and health.</p> <p>Promote and continue to expand the new construction and agribusiness sections of BeSMART.ie.</p> <p>Maintain and develop the BeSMART.ie website portal to include:</p> <ul style="list-style-type: none"> - additional content added to existing sectors, including new business types and risk assessments; - update risk assessments to reflect changes to legislation and guidance; 	<p>The final year of the 2014-2016 plan saw over 8,000 new BeSMART users. In total BeSMART had reached 38,476 registered users by year end.</p> <p>A series of targeted promotions were undertaken, resulting in 2,000 completed safety statements in the construction sector alone. New publications to further assist both employers and employees in parallel with BeSMART included the <i>Information Pack for Managing Hazards in Your Workplace</i> - a 10 part document that gives practical advice on managing the 9 most common hazards in the workplace. <i>Position Yourself Well</i> is a simple guide advising on the set-up of display screen equipment.</p> <p>Existing content was updated and a range of new content was developed including 17 new business types and 28 new risk assessments involving 248 new controls.</p> <p>The site itself had several new features added including an updated <i>Learn More</i> section resulting in an improved user journey and an improved social media interface.</p>

Operational area	Planned actions	Progress
Small business support <i>(Continued)</i>	<ul style="list-style-type: none"> - explore the expansion of the BeSMART.ie platform to other sectors and groups; - ensure system issues are resolved without delay. <p>Network with other industry and business support groups to promote the use of BeSMART.ie.</p> <p>Work with other agencies to provide a <i>One Stop Shop</i> to support small business; coordinate any planned nationwide events.</p>	<p>The site had 100% up time.</p> <p>The uptake of BeSMART was supported through engagement with key stakeholders and relevant industry and employer groups. This engagement included attendance at 55 nationwide events to present and demonstrate the BeSMART tool to audiences across all relevant sectors.</p> <p>DJEI confirmed that the <i>One Stop Shop</i> multi agency events would take place again in 2017.</p>
Transport and storage	<p>Carry out a programme of inspections in the transport sector, including review of safety and health management and assessments of risks associated with storage and racking. Risk management of driving for work and controls to prevent slips, trips and falls will also be part of the focus.</p> <p>Develop and promote an ergonomics good practice factsheet for the sector.</p> <p>Continue to actively promote the range of resources available to the sector on the management of workplace transport risks. Resources include guidance and e-learning modules on the Authority's portal.</p> <p>Influence the integration of work-related vehicle safety learning outcomes into apprenticeship, vocational and third-level transport education programmes.</p>	<p>There were 187 inspections and 55 investigations completed. Workplace transport safety management systems were reviewed and the results are set out in the section on the Work Related Vehicle Safety (WRVS) programme. Compliance with more general health and safety management requirements for these sectors are set out in the appendix on enforcement statistics.</p> <p>An ergonomics factsheet was published and promoted through stakeholders, seminars, trade journals and digital media.</p> <p>Resources were promoted through web, digital media and a large number of stakeholder events and seminars throughout the year.</p> <p>There was ongoing integration of transport safety themes into OSH courses at UCD, Limerick IT and Cork IT. Discussions were initiated with the providers of the new heavy goods vehicles apprenticeship scheme and with providers of a new autoglazing technician training course also. Discussions were initiated with the professional bodies offering fleet safety accreditation schemes.</p>

Operational area	Planned actions	Progress
Waste collection disposal	The inspection programme of waste disposal facilities will continue.	A total of 123 inspections were carried out in this sector. In 54% of inspections there was compliance with the requirement to have a safety statement and to communicate this to workers. There was 59% compliance for adequate guarding of equipment and CE marking and 60% compliance with equipment maintenance and competent persons for this. It was found that there was 56% compliance with ergonomic requirements relating to line-picking stations and 65% compliance on the provision and availability of suitable PPE. There was 60% compliance for procedures to deal with chemical and biological agents exposures and just 48% had adequate training and information for workers appropriate to their needs. Compliance of 57% was observed in relation to the assessment and control of on-site traffic management.
Wholesale and retail	Inspection of wholesale and retail operations will assess safety and health management systems, with a particular focus on warehousing.	There were 398 inspections and 137 investigations completed in these sectors. Workplace transport safety management systems were reviewed in retail warehouses and the results are set out in the section on the Work Related Vehicle Safety (WRVS) programme. Compliance with more general health and safety management requirements are set out in the appendices to this report.
Work at height	<p>Provide technical support and guidance relating to work-at-height issues, including guidance on safe use of mobile elevated working platforms (MEWPs).</p> <p>Work with industry bodies (e.g. Construction Industry Federation and National Access and Scaffolding Confederation) to identify challenges and practical solutions to work at height.</p> <p>Topic focus for one construction campaign.</p>	<p>The update of the Code of Practice on Safety in Roofwork was completed. A safety alert was issued in relation to working on fragile roofs. Guidance on the operation of MEWPs was drafted.</p> <p>Meetings were held with the NASC in relation to challenges within the sector including training and updating the code of practice for scaffolding. A safety alert was produced in relation to rusty scaffolding components.</p> <p>The September construction campaign focused on working at heights. There were 338 inspections with enforcement action taken in 37% of cases.</p>
Work related stress and bullying	Engage with State Claims Agency (SCA) to develop and pilot a process for recording and handling stress-related issues for traumatic events, outcomes and control mechanisms.	An online tool was developed in partnership between the State Claims Agency and Critical Incident Stress Management Network Ireland. The tool will be launched in 2017.

Operational area	Planned actions	Progress
Work related stress and bullying <i>(Continued)</i>	<p>Use findings from research completed in 2015 to develop updated guidance for all organisations, especially on risk assessment and post-investigation actions.</p> <p>Pilot the revised Work Positive online tool with 10 organisations and compare findings to the existing tool.</p> <p>Interrogate data from the Department of Social Protection on occupational illness (psychosocial) causal factors and barriers to return to work. Use the information to devise a strategy around prevention measures targeting psychosocial issues.</p> <p>Engage with external research project on teachers' health.</p>	<p>The Anti Bullying Centre (ABC) developed the guidance which was supported by the Authority following their analysis of Employment Appeals Tribunal decisions.</p> <p>Ten new organisations were recruited, supported and assisted to use the tool.</p> <p>Data not yet available.</p> <p>Engaged with both the Integrated Workplace Health Promotion Working Group for the education sector and ESRI on their research; pilot still not agreed due to funding issues.</p>
Work-related vehicle safety	<p>Implement Year 1 of Work-related Vehicle Safety Plan 2016–2018.</p> <p>Manage and coordinate joint initiatives with the Road Safety Authority and Gardaí related to driving for work, load-securing and work-related road risk management.</p> <p>Progress national programme for load-securing risk management including the following:</p> <ul style="list-style-type: none"> - promotion of relevant guidance and e-learning; - work with the Gardaí and RSA to develop an evidence-led enforcement approach; - develop profile of injuries arising from loading, unloading and load-securing in the workplace and on the road. 	<p>A comprehensive and wide ranging programme was delivered in line with the plan objectives.</p> <p>A joint work programme was agreed and implemented including new employer guidance, an online course and television advertising relating to managing risks related to driving for work. A joint HSA, RSA and Garda information portal was launched (www.drivingforwork.ie) which hosts all joint resources developed from 2009 to 2016 as part of this programme.</p> <p>Dedicated information portal www.loadsafe.ie on safe load securing was launched hosting the full range of jointly developed resources.</p> <p>Load securing resources were promoted through a range of media and through targeted stakeholders.</p>

Operational area	Planned actions	Progress
Work-related vehicle safety <i>(Continued)</i>	<p>There will be a focused inspection campaign on load security.</p> <p>Develop further load-securing guidance on high-risk loads associated with specific work sectors: construction, agriculture, transport and logistics.</p> <p>Share data on work-related road collisions to meet national reporting obligations to Eurostat under EU Regulation 834/2011.</p> <p>Support and contribute to UCD research project on establishment of baseline of work-related road collisions from Coroner records in Ireland.</p> <p>Promote <i>Driving for Work</i> e-learning courses.</p> <p>Inspections will include targeted assessments of driving for work risk management in sectors having the highest vehicle-related injury profiles from 2009 to 2013. These include transport and storage; public sector; manufacturing; retail and wholesale trade; waste management; construction; and healthcare.</p>	<p>There were 51 inspections to check for load securing compliance. Inspections showed that 56% had written risk assessments for loading and unloading vehicles, 41% had written risk assessments in place for preventing slips, trips and falls from vehicle cabs, trailers and access and load platforms, 44% had procedures and loading plans available for load types transported, 90% had a designated area for loading and unloading vehicles and 83% had a person appointed with responsibility for managing drivers and operatives involved in loading and unloading vehicles.</p> <p>Three new factsheets for round timber, curtain side vehicles and prefabricated cabins were developed with RSA and Gardai.</p> <p>There was ongoing sharing of anonymised data to assist in establishing a profile on work related road collisions. The Authority's data for reference year 2014 was reported to Eurostat.</p> <p>Extensive HSA input and assistance in finalising report which will be published on IOSH website in 2017. Research revealed that 23% of fatal road collisions in Ireland between 2008 and 2011 were work related.</p> <p>The <i>Driving for Work</i> e-learning course was launched in October at <i>Driving for Work</i> seminars.</p> <p>A total of 115 inspections were carried out to check for workplace transport compliance. Inspections showed that 82% had written risk assessments for loading and unloading vehicles, 80% had written risk assessments in place for preventing slips, trips and falls from vehicle cabs, trailers and from access and load platforms, 80% had written risk assessments in place for preventing moving vehicle contacts with pedestrians, 78% had written risk assessments in place for site vehicle movements and 81% had written risk assessments in place for vehicle preventative maintenance, repairs and daily pre-checks.</p> <p>There were 173 inspections to check for safe driving for work compliance. Inspections showed that 65% had written risk assessments for driver, journey and vehicle risks for driving for work.</p>

1 Occupational Safety and Health Programmes 2016

Operational area	Planned actions	Progress
Work-related vehicle safety <i>(Continued)</i>		<p>64% had a comprehensive written company policy on managing driving for work risks, 62% had written risk assessments in place for preventing slips, trips and falls from vehicle cabs, trailers and access and load platforms for vehicle types driven for work, 67% had records available confirming that employees had been given instruction and training on driving for work policies and procedures and 70% had written risk assessments in place for vehicle preventative maintenance, repairs and daily pre-checks.</p>
Liquid Petroleum Gas (LPG) tanks and cylinders	<p>Carry out inspections on compliance with IS:3216 on safe storage of LPG in tanks and cylinders.</p>	<p>There were 23 inspections to assess compliance with requirements relating to LPG storage tanks. It was found that 87% inspected the LPG tank regularly, 83% had the tank protected from the risk of fire of adjacent combustible material, 91% protected the tank against physical damage e.g. from vehicles, all stored the tank in an open, well ventilated area and complied with the separation distances set out in the IS Code and 85% had procedures in place to monitor the integrity of connections and pipework. Where LPG cylinders were also stored at the same site only 67% ensured adequate separation distances were maintained from ignition sources, while all had ensured adequate separation distances from un-trapped drains and emergency escape routes.</p> <p>The Authority met twice with the ILPGA and agreed training programmes and other improvements which will raise the health and safety standards of the industry.</p>



Operational area	Planned actions	Progress
Chemicals policy role	<p>Provide lead role nationally on chemicals and their health impacts, through ministerial briefings, policy advice, participation in national committees, support to DJEI and specific technical advice as requested.</p> <p>Fulfil competent authority role in relation to the EU Detergent Regulation. Continue to network and raise awareness among relevant stakeholders.</p> <p>Fulfil Designated National Authority (DNA) role in relation to the EU Rotterdam Regulation on the export and import of dangerous substances. Continue to raise awareness among relevant stakeholders.</p> <p>Meet national obligations in relation to the Organisation for the Prohibition of Chemical Weapons (OPCW) under the United Nations Chemical Weapons Convention.</p>	<p>In 2016, the Authority took up representation at the Article 133 Committee which dealt with final regulatory actions on proposals to amend REACH and CLP Regulations.</p> <p>The Authority represented Ireland at the annual Detergent Working Group meeting. The Authority dealt with 6 requests for information in relation to detergent products. In particular a dedicated market surveillance campaign was undertaken on detergent liquid laundry capsules to determine their compliance with new regulatory requirements. (See CLP policy section below).</p> <p>The Authority attended both DNA meetings and provided IE inputs into proposals to amend Annex 1. The Article 10 report for industrial chemicals was cross checked against notifications and processed. The website was updated with news alerts on ePIC. Input was provided into the development of reporting requirements under Article 22. There were 22 requests for information. There were no export notifications received under the Rotterdam Regulation but one special Reference Identification Number (RIN) application under R&D was received and processed.</p> <p>Annual returns and declarations were submitted as required. The Authority facilitated inspections at three facilities by OPCW.</p>
Chemicals enforcement role	<p>As the National Enforcement Authority under the Chemicals Act 2008 and the Chemicals (Amendment) Act 2010, complete a programme of inspections, involving desk-based assessments and on-site visits, to assess compliance with REACH, CLP, Detergents and Export-Import Regulations¹ by targeting those in the supply chain who manufacture, import, distribute and formulate. Particular emphasis will be given to enforcement of the following:</p>	<p>In 2016 a total of 260 REACH/CLP inspections were undertaken comprising of 14 detailed audits on REACH. Five specifically targeted REACH registration compliance and nine others examined information in the supply chain requirements. The majority of inspections were at downstream user sites (199) and also covered 17 chemical formulators and 87 chemical distributors. Two contravention notices were issued under the Chemicals Act. Seven of the inspected companies had registration duties and all were found to comply with the specific REACH audit requirements. 281 chemical products on the market were checked for compliance with REACH.</p>

¹ Note COMAH Inspections are covered in the specific item on Control of Major Accident Hazards below.

Operational area	Planned actions	Progress
Chemicals enforcement role <i>(Continued)</i>	<ul style="list-style-type: none"> - registration duties under REACH; - ECHA communications to IE companies regarding Article 36, 40(3) and 41(3) decisions; - correct provision of information in the supply chain using safety data sheets and hazard labels; - correct classification of chemical substances and mixtures on the market; - substances classified as carcinogenic, mutagenic and toxic to reproduction are not sold to consumers; - authorisation duties and obligations are met. 	<p>Of these 31 were classified as carcinogens, 10 as mutagens and 43 as reprotoxins. In addition 58 substances were identified as causing skin sensitisation. There were 27 non compliant products referred to other members states for follow up action with the responsible EU manufacturer/ formulator/ importer. Three referrals were received from other EU member states and all three were closed out.</p>
	Participate in the EU Forum second pilot project on authorisation.	There were 16 on-site substance inspections and 10 desktop substance inspections completed as part of this pilot project. Reports of IE findings have been submitted to ECHA with the final report to be completed in 2017. Two substances subject to authorisation were found during these inspections but these were for R&D use and use in a medical device.
	Participate in the EU Forum on Enforcement Project on restrictions.	<p>The Authority focused on restrictions related to cadmium, lead, and nickel in jewellery and chloroform, toluene and benzene in glues and adhesives supplied to the general public. Jewellery items were selected on the basis of low cost and similarity to the type of items highlighted on RAPEX as being non-compliant. Consumer glues were selected across various retailers and manufacturers and compositional ingredients assessed to determine the presence or otherwise of chloroform, benzene and toluene. 54 product assessments were carried out, 39 jewellery items and 15 on glues/adhesives. The 39 jewellery products were subjected to laboratory analysis. One item failed the cadmium content test, three failed the lead content test, while one item failed both cadmium and lead content tests.</p> <p>Four items failed the nickel migration content test. In these cases, the retailers removed the product from the market following issue of contravention notices.</p> <p>None of the glues were identified as in breach of Annex XVII from the composition labels/SDS. Three were selected for laboratory analysis, but results are still pending. Reporting to ECHA (in conjunction with the EPA activities) will take place in 2017.</p>

Operational area	Planned actions	Progress
Chemicals enforcement role <i>(Continued)</i>	<p>Conclude the actions arising from the 2015 Forum projects on child-proof packaging and authorisation.</p>	<p>There was continued participation in the project with submission of IE findings, compilation of all member state findings, drafting of chapters for the final report and finalisation of report. One WG meeting was attended at ECHA in Helsinki and as well as two online meetings. In addition, there was continuing follow up with IE companies where non-compliances were found during inspections.</p> <p>The Authority participated in drafting and finalising of the final pilot project report on authorisation inspections undertaken in 2015.</p>
CLP policy and competent authority functions	<p>Fulfil the lead competent authority role in relation to the CLP regulations with particular regard to a number of key areas:</p> <ul style="list-style-type: none"> - participation in Commission CARACAL Subgroup on CLP and competent authority group (CARACAL); - provide the CLP national helpdesks; - labels and packaging obligations and duties for chemical products, including detergents; - correct classification for chemicals on the market. 	<p>The Authority participated in a task group to formulate guidance on outer packaging. We also participated in ECHA partner expert groups on labelling and packaging and on classification and labelling criteria.</p> <p>There were 72 requests for information in relation to CLP answered by the helpdesk. The helpdesk also contributed to the harmonisation of questions on CLP from other member state helpdesks and the development of ECHA FAQs.</p> <p>50 on-site retail inspections were undertaken in 18 different retail chains/stores across 10 regional areas. 450 liquid laundry detergent capsules (LLDC) products were checked for compliance with new LLDC Regulations. 13 different brands from seven different formulators were examined during the inspections which consisted of 49 different fragrances/types. The campaigns overall product non-compliance rate² was 12% (55/450) which related to both classification issues and non-compliance with the new measures introduced through Regulation No. 1297/2014 amending Art. 35(2) of CLP.</p> <p>281 chemical products on the market were checked for compliance with CLP. The majority were chemical mixtures. The main types of mixtures assessed included detergents (drain/brick cleaners, descalers, bleach), paints, adhesives, hardeners, sealants, laquers, paint thinners/white spirits, epoxy resins, e-liquids and solvents for printing industry. The main issue reported on labelling concerned inconsistent classification details and product identifiers between the label and the details provided in the safety data sheet.</p>

² It should be noted that one product may have been subject to a number of non-compliances with the Regulations, for example, classified and labelled according to the old Dangerous Preparations Directive (DPD), classified incorrectly, non-opaque outer packaging etc.

Operational area	Planned actions	Progress
Control of major accident hazards (COMAH)	Fulfil competent authority role under COMAH III Regulations, including inspections, safety report assessments, land-use planning (LUP) advice and stakeholder support and engagement.	
	Carry out risk-based inspections of COMAH sites, using a layer-of-protection analysis technique, focusing on safety management systems and risk-control systems, with direct links to the relevant major accident hazards. Prepare a detailed annual COMAH inspection programme.	101 COMAH inspections were undertaken.
	Provide technical advice to DJEI, as requested, regarding COMAH Regulations. Review memoranda of understanding with Environmental Protection Agency, An Bord Pleanála, and Commission for Energy Regulation.	Advice was provided to DJEI in relation to practical implementation of the regulations and the land-use planning aspects in particular.
	Receive and formally assess electronic notifications from all establishments.	95 notifications, received on the supplied template, were formally assessed. A guide to completing notifications has been provided to the operators.
	Receive and formally assess MAPPs submitted by all establishments.	MAPPs from 45 establishments were assessed. A short guide to assist operators was provided through our website.
	Host the COMAH information for all establishments on the Authority website. Publish a guide to completing the new e-notification form.	The COMAH Cost Review Group met twice in 2016 and together with the operators were consulted on the format of the information to be supplied to the public. The information has been extracted from the notifications and has been verified by the Authority and will be published to the website early in 2017.
	Review current LUP guidelines.	An international consultancy has been engaged to carry out a review of the LUP guidelines.
	Produce guidance on what will constitute a 'significant' modification and therefore require advance notification by a COMAH operator. Guidance will be produced in consultation with relevant stakeholders.	Due to resource limitations the guidance on significant modifications has been held over to the 2017 programme.
	Promote the regulations and guidance with seminars and workshops as appropriate.	A workshop was held with COMAH operators on the draft Guidance on Safety Report Assessment, which was subsequently published on the website.

Operational area	Planned actions	Progress
Control of major accident hazards (COMAH) <i>(Continued)</i>	<p>Provide annual report form to local competent authorities. Review annual reports from local competent authorities on external emergency activities in 2015. Complete review and follow-ups as appropriate.</p> <p>Ensure charging system for specified COMAH services is in place.</p> <p>Perform risk-based sub-COMAH inspections as part of a targeted campaign. Inspection and enforcement of requirements in relation to oil jetties, large petroleum bulk and liquified petroleum gas stores and sub-COMAH sites.</p>	<p>An annual report template and a guide to completion was published on our website. A review of the submitted reports was completed and arrangements made to provide feedback to the local competent authorities before the deadline for the 2017 report.</p> <p>A system is now in place for all chargeable activities under the COMAH regulations.</p> <p>25 sub-COMAH inspections were carried out.</p>
Dangerous Substances Act (DSA) and Retail and Private Petroleum Stores (RPPS)	<p>Fulfil competent authority roles and obligations under DSA legislation, including:</p> <ul style="list-style-type: none"> – providing guidance and support to stakeholders through the website and helpdesk; – further developing policy and procedures to implement DSA legislation; – providing technical support to DJEI in relation to government policy on revocation of the DSA legislative regime. <p>Enforce the DSA and RPPS legislation.</p>	<p>Issues of Irish interest were addressed at a meeting of the UK Petroleum Enforcement Liaison Group. There was ongoing liaison with stakeholders regarding compressed natural gas (CNG) fuelling stations. Advised the Commission for Energy Regulation that the Authority does not have a role in licencing of CNG.</p> <p>Reviewed and developed plans for DSA legislative reform with the DJEI. Forwarded legal advice to the DJEI regarding the role of the Authority in DSA licencing and also the role of “authorised person” outside the jurisdiction.</p> <p>Carried out 122 RPPS inspections. Investigated complaints relating to decommissioned petrol storage tanks and other issues relating to licencing.</p>
Occupational hygiene	<p>Fulfil lead Authority role in relation to enforcement of the asbestos, chemical agents, carcinogens and biological agents directives through a nationwide inspection programme and continue to increase focus on worker health protection.</p>	<p>Competent authority and enforcement roles under the relevant chemical and/or biological agent regulations met as detailed below.</p>

Operational area	Planned actions	Progress
Occupational hygiene <i>(Continued)</i>	<p>The inspection programme will also support the Authority's obligations in relation to the enforcement of particular duties under REACH, CLP, Detergents Regulations and the Market Surveillance Programme. Inspections will focus on:</p> <ul style="list-style-type: none"> - high-risk chemicals and processes which are deemed carcinogenic, mutagenic, reprotoxic (CMRs) and/or sensitising to skin or respiratory system; - quality of chemical Safety Data Sheets (SDS) and hazard labels; - removal of higher-risk asbestos-containing materials (ACMs) from workplaces; - risk assessments of ACMs in pre-2000 workplace buildings; - legionella risk assessments in the accommodation sector; - respiratory protective equipment (RPE) programmes and fit-testing; - local exhaust ventilation (LEV) and personal protective equipment (PPE) for chemical use; - noise management; - radon; - health in construction sector and management of hazardous agents in healthcare sector. <p>Fulfil lead Authority role in relation to administration of the asbestos, chemical agents, carcinogens and biological agents directives through legislative and policy interventions, publications, stakeholder advice and engagements, IE and EU working groups and DJEI support.</p> <ul style="list-style-type: none"> - represent Ireland on SLIC CHEMEX and sub-group on Respirable Crystalline Silica (RCS) exposure in the Construction Sector; 	<p>A total of 616 inspections and 102 Investigations were completed (target for inspections and investigations is 685).</p> <p>There was a strong focus on CMRs and sensitisers during inspections in 2016 and also audited safety data sheets for CMRs/ sensitising substances. See Chemical Enforcement section for more details. 56 inspections of asbestos removal sites were completed (300 asbestos notifications reviewed). 42 inspections were completed addressing legionella control and selection and use of RPE, LEV and PPE, were addressed, where relevant, in 290 inspections. Inspectors addressed noise in 55 inspections and radon in 43 inspections. There were 18 inspections that focused on control of anaesthetic gases in the health care sector. Training and specialist support in the area of dust control were provided to inspectors carrying out the construction inspection campaign in June.</p> <p>3 meetings of the SLIC CHEMEX committee in Luxembourg were attended. RCS guidance with IE inputs published for EU construction sector.</p>

Operational area	Planned actions	Progress
Occupational hygiene <i>(Continued)</i>	<ul style="list-style-type: none"> - represent the Authority on the Environmental Protection Agency (EPA) Genetically Modified Organisms (GMO) committee and Radiological Protection Advisory Committee (RPAC); - represent the Authority on the National Radon Control Strategy coordination group; - support DJEI in the transposition of the 4th Indicative List of Occupational Exposure Limit Values Directive, if published by EU Commission in 2016; - carry out full review of current asbestos enforcement and policy and make recommendations to the Board, as appropriate; - finalise and publish the Chemical Agents code of practice for OELVs; - finalise and publish new guidelines supporting the 2001 Chemical Agents Regulations; - promote all relevant new chemicals, biological and personal protective equipment and local exhaust ventilation-related guidance, including codes of practice; - continue to act as national contact point for Scientific Committee on Occupational Exposure Limits (SCOEL). 	<p>RPAC meeting attended. No EPA GMO meetings in 2016.</p> <p>NRCS meeting and Radon Forum attended.</p> <p>Inputs provided to DJEI on 4th Indicative List IOELVs and Technical Progress Committee attended in Luxembourg. Directive published 31 January 2017.</p> <p>Review substantively completed with further follow up work with asbestos industry scheduled for 2017.</p> <p>Code of Practice published.</p> <p>Work on guidelines postponed to 2017.</p> <p>Relevant guidance and codes of practice promoted during inspections and at key seminars and conferences.</p> <p>National contact point role for SCOEL documentation reviewed.</p>
REACH policy and competent authority functions	<p>Fulfil the lead competent authority role in relation to the REACH regulation with particular regard to a number of key areas:</p> <ul style="list-style-type: none"> - REACH registration duties and obligations; - substance and dossier evaluation; - identification of substances of very high concern and their prioritisation in Annex XIV; - information in the supply chain for industry (safety data sheets) and consumers; 	<p>The Authority participated in ECHA partner expert groups on data sharing and registration with a large number of proposed changes submitted and accepted by ECHA. The Authority also participated in the Substances in Articles PEG.</p> <p>Relevant substance and dossier evaluation draft decisions were reviewed and proposals for amendments were submitted to ECHA, as required. All relevant Annex XV SVHC proposals were reviewed; no requirement for comments to be submitted during the public consultation was identified.</p> <p>Safety data sheet checks were carried out as part of chemicals products assessments. See section on CLP policy.</p>

Operational area	Planned actions	Progress
REACH policy and competent authority functions <i>(Continued)</i>	<ul style="list-style-type: none"> - participation in key Commission and ECHA committees: competent authority; (CARACAL); REACH Competent Authorities Sub-Group on Nanomaterials (CASG Nano); ECHA Management Board; Member State Committee (MSC), Forum on Enforcement, Security Officers Network; and Helpnet; - provide and support the IE expert to the Risk Assessment Committee (RAC). 	<p>One CASG nano meeting was attended. The Authority participated in all six meetings of the Member State Committee in 2016, with all relevant actions and follow-ups completed. 1 Helpnet meeting and 2 REACH and CLP Helpnet workshops were attended. The Authority participated in three Forum meetings and provided comments as part of the annual activities. The main issues for comment were on manuals/questionnaires and final reports for projects (REF4 and REF 5 manuals, final reports for CRF, CMR and first authorisation pilots), practical issue discussions, advice on restriction proposals, Train the Trainers input, MS reporting format and on guidance/procedures. Three informal queries from Forum members concerning non-EU lab analyses, attractiveness to children and UVCB substances recovered from waste were also responded to.</p> <p>The Risk Assessment Committee expert nominee attended six meetings. Delivered requirements under rapporteurship for applications for authorisation for chromates and a restriction for another substance.</p>



Operational area	Planned actions	Progress
REACH policy and competent authority functions <i>(Continued)</i>	<p>Provide the REACH national helpdesk. Continue communication campaign on the 2018 REACH registration deadline in line with ECHA's 2018 Registration Roadmap and with a particular focus on support to small and medium enterprises.</p> <p>Raise awareness on safe use of chemicals amongst the end-users of chemicals, including consumers.</p> <p>Evaluate one substance from the Community Rolling Action Plan (CoRAP) for 2016. Conclude actions from the 2015 substance evaluation process. Follow up on actions from the 2013 substance evaluation as appropriate.</p> <p>Continue to contribute to the EU Commission's goal to identify all relevant substances of very high concern (SVHC) by 2020 under the SVHC Roadmap.</p> <ul style="list-style-type: none"> - screening of relevant substances of concern and Risk Management Options Analysis (RMOA). 	<p>The Helpdesk answered 164 requests for information in the area of REACH. The Helpdesk also contributed to the harmonisation of questions on REACH from other member state helpdesks and the development of ECHA FAQs. We participated in ECHA's REACH 2018 Communicators campaign, attended one meeting at ECHA and a number of online meetings and communicated the outcome to our stakeholders. A REACH 2018 registration seminar was held in Dublin.</p> <p>Three <i>Use Chemicals Safely</i> seminars were held. The chemicals helpdesk was present at the National Ploughing Championship and a leaflet was prepared for farmers. An e-learning module on chemical safety in the workplace went live on the Authority's e-learning portal.</p> <p>The substance from the 2016 CoRAP was not evaluated as the evaluation had to be postponed until a compliance check on the registration dossier will be completed by ECHA. The evaluation of the 2015 substance was completed and the draft decision submitted to ECHA. Follow-up of the 2013 substance commenced.</p> <p>Manual screening of four substances was completed and the required outcome justification documents prepared and submitted to ECHA. The Authority attended three risk management expert meetings (RiME) and two ECHA workshops. 20 MS RMO proposals were reviewed and written comments were submitted on two of these proposals. Three substances were notified to PACT and assessed by the Authority. Drafting commenced on one RMOA for submission to the roadmap in 2017. A response to an ECHA consultation on spray products was co-ordinated with NPIC.</p>
Transport (including transport of dangerous goods by road)	<p>Fulfil competent authority (CA) roles and obligations under ADR/TPE legislation, including:</p> <ul style="list-style-type: none"> - providing guidance and support to stakeholders through the Authority's website and helpdesk; 	<p>Meetings were held with stakeholders including Irish Liquid Petroleum Gas Association, Waste Electronic and Electrical Equipment Ireland, the Dublin Fire Brigade, and Department of Communications, Climate Action and Environment. The Authority also participated in meetings of WP15 and GTSC TC9. Stakeholder consultation was published regarding proposed amendments to national gas cylinder regulations. A presentation was given at a stakeholder conference.</p>

Operational area	Planned actions	Progress
Transport (including transport of dangerous goods by road) <i>(Continued)</i>	<ul style="list-style-type: none"> – processing CA authorisations; – managing the contract for the administration of ADR driver and DGSA exams; – representing Ireland as national competent authority at UN and EU working groups; – developing national policy and procedures in relation to ADR/TPE legislation. <p>Provide technical support to DJEI in relation to the transposition of ADR legislation 2015 and ongoing amendments. In particular, provide technical support for the development of a written scheme of testing for national use only tanks.</p> <p>Enforce the ADR/TPE legislation, taking account of the requirements of the Road Checks Directive, and in line with planned targeted areas, in particular in relation to the transport of hazardous waste.</p> <p>Report on enforcement activities to the Commission as required.</p> <p>Carry out investigations under ADR/TPE as required, and provide technical support to other compliance programmes as necessary.</p>	<p>Two CA approvals were signed off and there was ongoing liaison with the DJEI to facilitate 2 further CA approvals. A new CA exemption was developed and a MLA (M299) was co-signed. The DJEI was updated on the status of a CA Exemption (CA05/2013).</p> <p>The annual review meeting was held with the service provider and the contract was extended. Proposals were finalised for revision of the ADR driver examination policy and restructuring of the DGSA examinations. Proposals were agreed to revise the driver exam syllabus and develop a core driver training manual, and to revise the DGSA exam and develop an exam syllabus. A total of 7 ATPs were approved.</p> <p>The Authority participated in a UN Joint Meeting to support renewal of a MLA which was important to Irish industry. The Authority also participated in two meetings of the EU Committee on the Transport of Dangerous Goods.</p> <p>A number of amendment proposals were prepared and sent for onward transmission to the DJEI for ADR legislative development in 2017.</p> <p>The Authority supported the DJEI in finalising amendments to ADR Regulations on tanks.</p> <p>328 inspections were carried out.</p> <p>Enforcement report submitted to the Department of Jobs, Enterprise and Innovation in October.</p> <p>An investigation was carried out regarding a complaint about testing and certification of LPG cylinders. Complaints about LPG filling and incidents relating to chemical tanker failure and a hazardous waste vehicle fire were also investigated. Support was also provided on a medical oxygen incident.</p>

Operational area	Planned actions	Progress
Market surveillance	<p>Contribute to the national market surveillance plan in relation to:</p> <ul style="list-style-type: none"> - checks on consumer chemicals to ensure no chemicals that are carcinogenic, mutagenic or toxic to reproduction are sold to the general public; product assessments to ensure compliance with REACH Restrictions under Annex XVII and CLP requirements; - processing of relevant chemical related RAPEX alerts; <p>Provide ongoing support to Customs queries in monitoring chemical exports under the Rotterdam Regulation. Continue to liaise on market surveillance inspections with Customs service.</p> <p>Conduct a programme of inspections on:</p> <ul style="list-style-type: none"> - lifts; - machinery; - personal protective equipment (PPE); - transportable pressure equipment. 	<p>34 of the 35 companies recorded as using CMR substances restricted under entries 28, 29 and 30 of Annex XVII of REACH were found to be in compliance with the Regulation, i.e. did not supply to the general public. One was not compliant and enforcement action was taken and the product was relabelled and restricted for professional use only.</p> <p>30 SDS/label assessments were completed in 2016 for documentation from 10 of the companies identified through the 2015 market surveillance activities on e-liquids.</p> <p>165 RAPEX chemical notifications fell under the Authority's area of responsibility, 17 (10%) were followed up and assessed in more detail. These were selected on the basis of a representative sample of the notifications in general. In each case there was no evidence indicating that the product was available on the Irish market. The specific items assessed in more detail included work shoes (containing DMF), thermos flasks containing chrysotile asbestos, gloves containing chromium, bicycle glue containing dichloromethane, gloves containing azo dyes, jewellery containing cadmium, glue containing chloroform, incense sticks containing benzene, detergent cleaning product with inadequate CLP labelling (this latter item was available to purchase on UK websites and was referred to UK enforcement authorities).</p> <p>In 2016, no relevant chemical items were identified from custom alerts for detailed follow-up.</p> <p>53 proactive inspections were done on the market surveillance of lifts under the Lifts Regulations. We found that 96% of the lifts were existing installations. 75% of the lifts looked at were found to be in compliance with the regulations. Items of concern found were on the safety of the lift/components - 38%, declaration of conformity - 52% and CE marking - 10%. In 67% of these cases the operator took voluntary corrective actions.</p>

3 Market Surveillance Programmes

Operational area	Planned actions	Progress
Market surveillance <i>(Continued)</i>	<p>Participate on behalf of the State in the EU task force on market surveillance indicators.</p> <p>Participation in the EU co-funded project on market surveillance of vehicle lifts and chainsaws.</p> <p>Carry out a survey of lift installers regarding compliance with Lifts Directive.</p> <p>Carry out a survey of non-accredited organisations that conduct statutory examinations.</p>	<p>25 proactive inspections were done on CE marking of machinery under the Machinery Regulations. These inspections covered machinery manufacturers, importers, distributors and users. They were either proactive inspections or follow up investigations on either accidents or complaints. In 59% cases the product was found to be in compliance. For the non-compliance cases 67 took voluntary corrective action to ensure compliance and in 33% of cases the Authority had to take restrictive actions to ensure compliance.</p> <p>No proactive campaigns on PPE or TPED issues.</p> <p>The Authority provided representation and the task force has produced a revised list of indicators.</p> <p>Ongoing participation; project continues into 2017.</p> <p>This survey has been postponed until the revised European Union (Lift) Regulations come into force in 2017.</p> <p>28 companies of interest identified, 3 reviewed in 2016; project ongoing in 2017.</p>



Operational area	Planned actions	Progress
Accreditation of existing and new clients	<p>Maintain a programme of surveillance and re-assessment site visits for existing accredited clients.</p> <p>Process new applicants efficiently as received. (The average number of new applicants received annually is 10-12.)</p> <p>Award new accreditations across all sectors.</p>	<p>Accreditation was maintained for 216 accredited clients, through 268 onsite assessment visits.</p> <p>INAB received 7 new applications for accreditation in 2016.</p> <p>The INAB Board awarded 17 new accreditations and the INAB Manager awarded 137 extensions to scope for existing accredited clients.</p>
INAB systems	<p>Improve efficiency of INAB systems through ICT enablement.</p> <p>Maintain and develop the INAB quality system, including the management of new and existing assessors and experts.</p> <p>Review assessment processes for efficiency.</p>	<p>The INAB client relationship management (CRM) system was developed and implemented in 2016.</p> <p>Full roll-out to all INAB systems and clients will occur in 2017.</p> <p>INAB maintained its quality system to international standards and introduced a number of system changes to improve efficiency. INAB undertook a business process review in 2016 and a number of key recommendations will be implemented in full in 2017.</p>
Monitoring Authority for Good Laboratory Practice (GLP)	<p>Continue surveillance programme for three GLP-compliant facilities.</p> <p>Maintain international obligations.</p>	<p>INAB currently has 2 remaining GLP compliant facilities in its programme.</p> <p>INAB discharged its responsibilities as GLP Monitoring Authority in terms of annual reporting to the European Commission and attendance at EU and OECD GLP meetings.</p>
Eco Management and Audit Scheme (EMAS) Functions	<p>Discharge competent body functions and work programme on behalf of the Department of the Environment, Community and Local Government (DECLG) as agreed.</p>	<p>INAB discharged its responsibilities on behalf of the Department of Housing, Planning, Community and Local Government in terms of attendance at EU EMAS meetings. INAB maintained the register of EMAS sites in Ireland.</p>
International representation and peer evaluations	<p>Fulfil European Co-operation for Accreditation (EA) and Eco-Audit and Management Scheme (EMAS) mandate for peer evaluator participation.</p>	<p>INAB staff were assigned as team members to carry out evaluations of three European Accreditation Bodies in 2016.</p>

Operational area	Planned actions	Progress
International representation and peer evaluations <i>(Continued)</i>	Fulfil multilateral agreement requirements through participation at relevant meetings; developing and reviewing applicable international policies and standards.	INAB continued to represent and serve on European co-operation for Accreditation (EA)/International Laboratory Co-operation (ILAC) and International Accreditation Forum (IAF) technical committees and contribute to the development of international accreditation policy. 18 international meetings were attended in 2016.
Communications and awareness of INAB services	Raise awareness of INAB and accredited services.	INAB publicised World Accreditation Day in June 2016 with the theme <i>A global tool to support public policy</i> . INAB hosted an assessor meeting and several focus groups to support development of the CRM and the business process review.
INAB governance	To maintain and develop INAB structure. To maintain and develop relationships with key stakeholders and influence policy to rely on accredited services.	Two new members were appointed to the INAB Board in 2016. INAB continued to facilitate stakeholder involvement in the medical sector through its Medical Advisory Committee.



Operational area	Planned actions	Progress
Communications	Implement national awareness-raising campaigns across national media channels aimed at the construction and agriculture sectors.	Campaigns were implemented in relation to farming, construction, new workers and working on autopilot across national press and radio titles as well as digital and social media.
	Ensure the 25,000+ contacts received by the Authority's Workplace Contact Unit result in high levels of customer satisfaction.	Customer contacts dealt with according to Service Level Agreement.
	Coordinate the Focal Point Ireland activity and act as the contact for European Agency awareness-raising campaigns, including management of European Safety Week activities under the theme ' <i>Healthy Workplace For All Ages</i> '.	EU Safety Week and Good Practice Awards successfully implemented.
	Maximise the use of social media forums as a core Authority communications channel and increase Facebook and Twitter audience size by minimum of 20%.	Target achieved. Facebook audience increased to 35,000 and Twitter to 10,000 users.
	Provide proactive management and targeting of media and related coverage of the Authority.	There were 31 press releases issued as well as hundreds of responses to media queries.
	Plan and coordinate Authority events ensuring high levels of awareness and strong satisfaction from attendees.	A wide range of events were hosted including Workers' Memorial Day and National Ploughing Championships.
	Ensure the usability of the Authority's website is maximised and that content is up to date.	Unique hits to the Authority website reached over 1 million. Content was updated on a daily basis.
	Manage the production of the Authority's publications using 'plain English' as appropriate to customer needs.	A wide range of new publications were designed and published for free on the Authority website.
Corporate governance	Respond to Freedom of Information, Data Protection and Access to Information on the Environment requests.	FOI requests, mainly in relation to civil litigation, continued to increase and the Authority received 172 FOI, 5 AIE and 7 DP requests.

Operational area	Planned actions	Progress
Corporate governance <i>(Continued)</i>	<p>Deliver corporate publications, including:</p> <ul style="list-style-type: none"> – Annual Report 2015; – Quarterly Reports on Programme of Work 2016 to the Board of the Authority and to DJEI; – Programme of Work 2017. <p>Issue warrants to Authority inspectors, in accordance with the introduction of new legislation or changing inspector responsibilities. Warrants for temporary inspectors to be issued as required within urgent deadlines.</p> <p>Facilitate the work of the Board of the Authority.</p>	<p>Annual report and programme of work submitted to the Department within deadlines, and subsequently published. Quarterly reports provided to the Board and the DJEI.</p> <p>All inspectors and temporary inspectors properly warranted to conduct their work.</p> <p>High quality Board papers provided five days in advance of all Board meetings. Information and training obtained on the new <i>Code of Practice for the Governance of State Bodies</i> with a view to confirming compliance in 2017.</p>
Education	<p>Develop an education strategy which will include planned interventions across the formal education system and in the workplace.</p> <p>Roll out <i>Choose Safety</i> transition year and senior cycle programmes for 2016/17 and (i) update contents to reflect new and young workers; (ii) create demand amongst employers for the programme vis a vis work experience; (iii) promote the programme into further education colleges; and (iv) increase the take-up of the digital badges scheme.</p> <p>Work to embed safety and health and chemical safety into national curriculum programmes where the opportunities arise at post-primary, further and higher education.</p>	<p>Education strategy development finalised and strategy will be implemented in 2017.</p> <p>26,337 students took the <i>Choose Safety</i> programme in 2015/2016 academic year. Programme content was updated and the programme was promoted amongst employer bodies to encourage take up in advance of undertaking work experience. <i>Choose Safety</i> was promoted into further education courses through Education and Training Board structures. 1,100 digital badges awarded to post-primary students.</p> <p>Consultation on awards standards review submitted to Quality and Qualifications Ireland (QQI) in relation to Fire Fighting Operations (National Framework Qualification NFQ Level 6), Agriculture Certificate (NFQ Level 5), Advanced Certificate in Agriculture (NFQ Level 6), Specific Purpose in Farm Administration (NFQ Level 6).</p> <p>Embedding of health and safety learning outcomes achieved in new Leaving Certificate specification on agricultural science.</p>

Operational area	Planned actions	Progress
Education <i>(Continued)</i>	<p>Maintain and develop the Authority's e-learning portal to attract learners by:-</p> <ul style="list-style-type: none"> - upgrading the learning management system to make it responsive in design and enhancing usability and learner features; - developing four new online courses on new employee induction, healthcare, chemicals, tractor skills; - seeking recognition of courses for Continuing Professional Development (CPD) points and develop the link-up facility for higher education institutions. <p>Host the launch event and winners' exhibition for the national multimedia farm safety competition for post-primary students.</p> <p>Hold six <i>Keep Safe</i> events nationwide aimed at raising risk awareness in groups of primary schools in conjunction with ten regional/state agencies with a health or safety remit.</p>	<p>15,281 learners took courses on the elearning portal hsalearning.ie.</p> <p>The portal was upgraded and functionality and learner features were enhanced.</p> <p>Online courses were finalised in the areas of chemicals and healthcare and will be launched in early 2017. A tractor skills course is to be completed in early 2017. The planned induction course was deferred and the scope has been expanded to be developed as a Massive Open Online Course (MOOC) in 2017, in collaboration with IT Sligo in 2017.</p> <p>Link up facility secured with IT Sligo and ongoing promotion of courses for recognition with CPD.</p> <p>A successful multimedia awards event and competition exhibition were held in Dublin Castle in March.</p> <p>Six well-attended and well-publicised <i>Keep Safe</i> events were held in Cavan, Birr, Loughrea Waterford, Kells and Ballinrobe.</p>
Facilities and services	<p>Ensure that the office accommodation for the staff of the Authority is adequate to meet operational requirements and that there is a robust facilities management programme in place for the office network.</p>	<p>Office accommodation provided for all staff to an appropriate standard. New lease negotiated for Dublin office.</p>
Finance	<p>Provide outsourced financial services to the Authority so that all payments to staff, pensioners and suppliers are made promptly and with probity, and managers have adequate information to manage expenditure.</p> <p>Provide the finance and audit committees of the Board of the Authority with adequate information so that they and the Board can perform their roles.</p>	<p>Full transactional service provided by outsourced finance partner. New financial management reports introduced.</p> <p>Full programme of Board Finance and Audit Committees meetings took place.</p>

Operational area	Planned actions	Progress
Finance <i>(Continued)</i>	<p>Complete and seek Board approval for the 2015 draft financial statements by the end of February 2016.</p> <p>Ensure that the insurances in place for the Authority are both adequate and appropriate for our operational activities.</p> <p>Review and update the procurement system, and support staff in using the system, to ensure that the Authority is a best-practice organisation in the area of public procurement.</p> <p>Review the operation of the travel desk function to ensure its continued effective and efficient operation.</p>	<p>Financial statements prepared and approved by the Board within the required timelines.</p> <p>All necessary insurances in place.</p> <p>Procurement system in place. Specialist advice available, if required, from retained external procurement consultants.</p> <p>Travel desk service operated satisfactorily. Initial review of operation took place.</p>
Human resources	<p>Invest in staff learning and development so that the staff of the Authority have the skills needed to perform at a high level in the delivery of our strategy and work programmes.</p> <p>Maximise the functionality of new electronic HR system to develop robust and efficient HR processes.</p> <p>Review and update HR policies relating to recruitment, induction and promotion.</p> <p>Continue to implement the government's Public Sector Reform programme.</p> <p>Provide technical advice and support to line managers on HR matters.</p> <p>Continue to develop cooperative working relationships with staff and their union representatives.</p>	<p>Staff learning and development programme implemented, including refresher inspector training communications skills, driving skills.</p> <p>New electronic training module rolled out and regular management reports provided to managers.</p> <p>Recruitment policy updated and work progressed on promotion policy.</p> <p>Regular reports on progress submitted to DJEI.</p> <p>Line managers supported in relation to performance matters.</p> <p>Regular meetings held with staff representative bodies and matters progressed so that good industrial relations are maintained.</p>

Operational area	Planned actions	Progress
ICT and innovation	<p>ICT steering group with the support of the ICT user group will actively promote innovation across the organisation and seek to develop systems to support such innovation.</p> <p>Implement process changes in line with inspection process review and develop an iPhone mobile app to support field inspection.</p> <p>Develop online system to allow external users to log workplace complaints and requests for information.</p> <p>Develop Client Relations Management system for INAB to cater for all interactions with assessors and client organisations.</p> <p>Architecture is refreshed and upgraded as required.</p> <p>Review of our wide area network (WAN) and local area network (LAN) communication links.</p>	<p>ICT steering group actively promoted a series of innovation projects during 2016.</p> <p>Mobile app functionality specification and prototype developed. Initial testing completed. Full pilot and rollout planned in 2017.</p> <p>Workplace contact unit process review undertaken to streamline the capture of complaints and requests for information and reduce or remove manual processing of forms. Software upgrade and online projects identified and scheduled as a result of this review.</p> <p>Specification, development, testing and roll out of the new INAB CRM online application completed.</p> <p>INAB Board moved to fully electronic system with Board extranet for board papers and use of ipads to replace paper based system.</p> <p>GeoSmart database upgrade completed.</p> <p>Email filtering moved to cloud based service to facilitate disaster recovery.</p> <p>Application security implemented on mobile devices.</p> <p>Review completed and commenced connection to Government Network with Dublin office link connected in Q4. Ongoing project to connect regional offices where economically viable.</p>
Legal services	<p>Manage the Authority's prosecution caseload, civil litigation, including appeals of enforcement notices, injunction applications and judicial reviews, and legal advice on regulatory and workplace safety matters.</p>	<p>The Authority's civil and criminal litigation caseload has been effectively managed and legal advice and support provided as necessary to the Authority.</p>
Staff health and safety	<p>Provide occupational health and welfare services to staff, to promote healthy living and to assist staff and managers in relation to staff ill-health.</p>	<p>Full occupational medical service provided to staff with health checks provided on a rolling basis and staff wellbeing group put in place to promote and maintain wellbeing initiatives.</p>

Operational area	Planned actions	Progress
Staff health and safety <i>(Continued)</i>	Consult staff on occupational health issues affecting them, carry out regular premises inspections and fire drills and ensure that staff and their managers receive adequate information and training on their safety and health.	Staff health and safety committee met regularly to review staff health and safety and oversaw review of safety statement.
Statistics and research	<p>Produce more detailed statistical information on occupational injury and ill-health which will:</p> <ul style="list-style-type: none"> - enable efficient targeting of resources; - inform programmes aimed at minimising work-related injury and ill health. <p>Represent Ireland at EU level at the Eurostat working group. Submit annual datafile of reported injuries to Eurostat.</p> <p>Commission research to provide useful evidence for future strategies and programmes.</p>	<p>Review carried out of all fatalities reported to the Authority with a view to publishing more detailed fatality information during 2017.</p> <p>Ireland represented and datafile submitted.</p> <p>Research on occupational health and agriculture published by ESRI as part of a collaboration arrangement with ESRI.</p>



A white box truck is shown from a low-angle, front-three-quarter perspective, driving on a paved road. The truck is white with a large box trailer. A green circular overlay is positioned in the center of the image, partially obscuring the truck's windshield and front grille. The word "Appendices" is written in white serif font inside the green circle, with a dotted line underneath it. The background shows a clear blue sky and some trees on the right side of the road.

Appendices

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Extracts from the audited financial statements of the Health and Safety Authority for year ended 31 December 2016

Introduction

In accordance with the requirements of Section 48 of the Safety, Health and Welfare at Work Act, 2005 the Health and Safety Authority is required to produce Financial Statements each year. The Authority's financial year ends on 31 December each year. The financial statements must be in such form as may be approved by the Minister for Jobs, Enterprise & Innovation with the concurrence of the Minister for Public Expenditure and Reform. In preparing those financial statements, the Authority is required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Authority will continue in operation;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.

The Authority is responsible for keeping proper books of account which disclose with reasonable accuracy at any time the financial position of the Authority and which enable it to ensure that the financial statements comply with Section 48(1) of the Safety, Health and Welfare at Work Act, 2005. The Authority is also responsible for safeguarding the assets of the Authority and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Draft Financial Statements for the year ended 31 December 2016 have been prepared and were considered by the Board at its meeting held on Friday 10 March 2017. The draft Financial Statements for 2016 have been prepared in accordance with the provisions of FRS102 and the provisions of the Code of Practice for the Governance of State Bodies 2009 and, where relevant, the updated Code of Practice 2016. The Board reviewed the draft Financial Statements and approved them on a no material change basis.

The draft financial statements were submitted to the Office of the Comptroller and Auditor General who has given the following opinion:

"The financial statements give a fair and true view of the assets, liabilities and financial position of the Health and Safety Authority as at 31 December 2016 and of its income and expenditure for 2016"

The audited Financial Statements include the following documentation –

- **Report of the Comptroller and Auditor General**
- **Statement of Responsibilities of the Board**
- **Statement on Internal Financial Control**
- **Statement of Income and Expenditure and Retained Revenue Reserves**
- **Statement of Financial Position**
- **Statement of Cash Flows**
- **Notes to the Financial Statements**

A copy of the Authority's audited Financial Statements will be placed on the Authority's website once the accounts have been laid before the Houses of the Oireachtas.

The processing of all the Authority's financial transactions has been contracted to an external contractor (Crowleys DFK). The Authority continues to manage the finance function and has put in place all the necessary controls and safeguards to ensure the integrity of the function.



Statement of Responsibilities of the Board

Section 48(1) of the Safety, Health and Welfare at Work Act, 2005 requires the Authority to keep in such form as may be approved by the Minister for Jobs, Enterprise and Innovation with the consent of the Minister for Public Expenditure and Reform, all proper and usual books or other records of account of all money received and expended by it and, in particular, shall keep in such form as aforesaid all special accounts (if any) as the Minister may from time to time direct. In preparing those financial statements, the Authority is required to:

- **Select suitable accounting policies and apply them consistently;**
- **Make judgments and estimates that are reasonable and prudent;**
- **State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;**
- **Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Authority will continue in operation.**

The Authority is responsible for keeping proper books of account, which disclose with reasonable accuracy at any time its financial position and which enables it to ensure that the financial statements comply with Section 48(1) of the Safety, Health and Welfare at Work Act, 2005. The Authority is also responsible for safeguarding its assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Statement on Internal Financial Control

The Board for the Authority acknowledge their responsibility for ensuring that an effective system of internal financial control is maintained and operated.

The system can only provide reasonable, and not absolute, assurance that the assets are safeguarded, transactions authorised and properly recorded, and that material errors or irregularities are either prevented or would be detected in a timely period.

Key control procedures

The Authority has taken steps to ensure an appropriate control environment by:

- **Clearly defining management responsibilities and powers.**
- **Establishing formal procedures for reporting significant control failures and ensuring appropriate corrective action.**
- **Establishing a process to safeguard the assets of the Authority.**
- **Developing a culture of accountability across all levels of the organisation.**

The Authority has established processes to identify and evaluate business risks by:

- **Identifying the nature, extent and financial implications of risks facing the Authority, including the extent and categories which it regards as acceptable.**
- **Assessing the likelihood of identified risks occurring.**
- **Assessing the Authority's ability to manage and mitigate the risks that do occur.**
- **Assessing the costs of operating particular controls relative to the benefit obtained.**
- **Working closely with government and various agencies to ensure that there is a clear understanding of the Authority's goals and support for the strategies to achieve those goals.**

The system of internal financial control is based on a framework of regular management information, administration procedures including segregation of duties, and a system of delegation and accountability. In particular it includes:

- **A comprehensive budgeting system with an annual budget, which is reviewed and agreed by the Board.**
- **Regular reviews by the Board of periodic and annual reports, which indicate financial performance against forecasts.**
- **Setting targets to measure financial and other performance.**
- **Clearly defined purchasing and approval guidelines.**
- **Formal project management disciplines.**

The Authority has put in place an internal audit function, which operates in accordance with the principles set out in the Code of Practice on the Governance of State Bodies published in June 2009. The work of internal audit is informed by analysis of the risk to which the Authority is exposed, and annual internal audit plans are based on this analysis. The analysis of risk and the internal audit plans are endorsed by the Audit Committee and approved by the Authority. At least annually, the Internal Auditor will provide the Authority with a report of internal audit activity. The report includes the Internal Auditor's opinion on the adequacy and effectiveness of the system of internal financial control.

The Authority's monitoring and review of the effectiveness of the system of internal financial control is informed by the work of the internal auditor, the Audit Committee which oversees the work of the internal auditor, the Executive within the Authority who have the responsibility for the development and maintenance of the financial control framework, and comments made by the Comptroller and Auditor General in his management letter or other reports.

Annual Review of Controls

The Authority's Audit Committee reviews the effectiveness of the internal financial systems with a formal report then going to the Board. The Board has carried out a formal review of its internal financial controls in respect of 2016.

Statement of Income & Expenditure & Retained Revenue Reserves for the year ended 31 December 2016

	Year ended 31 December 2016 €	Year-ended 31 December 2015 €
Income		
Department of Jobs, Enterprise and Innovation including Oireachtas Grant	17,210,484	17,538,656
Accreditation Income	2,324,206	2,289,062
COMAH Income	241,904	-
Other Income	235,471	312,012
Other Transfer (to)/from Capital Account	(347,462)	25,953
Deferred retirement benefit funding	3,744,000	4,629,000
	23,408,603	24,794,683
Expenditure		
Salaries Costs	10,771,115	10,990,033
Retirement Benefit Costs	4,323,484	4,970,656
Operational Expenses	8,351,096	8,907,365
	23,445,695	24,868,054
(Deficit) for the year	(37,092)	(73,371)
Balance Brought Forward at 1 January	763,993	837,364
Balance carried forward at 31 December	726,901	763,993

Statement of Total Comprehensive Income for the year ended 31 December 2016

	Year ended 31 December 2016 €	Year ended 31 December 2015 €
(Deficit) for the year	(37,092)	(73,371)
Experience (losses)/gains on retirement benefit obligations	(1,531,000)	(775,000)
Change in assumptions underlying the present value of retirement benefit obligations	(15,719,000)	11,765,000
Actuarial (losses)/gains in the year	(17,250,000)	10,990,000
Adjustment to deferred retirement benefit funding	17,250,000	(10,990,000)
Total Comprehensive Income for the year	(37,092)	(73,371)

Statement of Financial Position for the year ended 31 December 2016

	31 December 2016 €	31 December 2015 €
Fixed assets		
Property, plant & equipment	737,712	390,250
Current assets		
Receivables	1,186,206	1,229,804
Cash and cash equivalents	703,022	272,741
	1,889,228	1,502,545
Current Liabilities (amounts falling due within one year)		
Payables	(1,162,328)	(738,553)
Net current assets	726,900	763,992
Total assets less current liabilities Before retirement benefits	1,464,612	1,154,242
Deferred retirement benefit funding asset	99,136,000	78,142,000
Retirement benefit obligation	(99,136,000)	(78,142,000)
Total net assets	1,464,612	1,154,242
Representing		
Retained revenue reserves	726,901	763,993
Capital account	737,711	390,249
	1,464,612	1,154,242

Statement of Cash Flows for the year ended 31 December 2016

	Year ended 31 December 2016 €	Year-ended 31 December 2015 €
Reconciliation of operating (deficit)/to net cash inflow/(outflow) from operating activities		
Operating (deficit) for year	(37,092)	(73,371)
Depreciation	238,565	233,353
Transfer to/(from) Capital reserve	347,462	(25,953)
Increase/(Decrease) in payables	423,775	(378,516)
Decrease in receivables	43,598	11,649
Net cash (outflow)/inflow from operating activities	1,016,308	(232,838)
Statement of cash flows		
Net cash inflow/(outflow) from operating activities	1,016,308	(232,838)
Cash flows from financing activities		
Interest earned	-	-
Cash flows from investing activities		
Payments to acquire property, plant and equipment	(586,027)	(207,400)
Net increase/(decrease) in cash and cash equivalents	430,281	(440,238)
Net funds at 31 December 2015	272,741	712,979
Net funds at 31 December 2016	703,022	272,741

Extracts from the notes to the audited financial statements year ended 31st December 2016

Oireachtas grants	Year ended 31 December 2016 €	Year-ended 31 December 2015 €
D/JEI - Vote 32 - Subhead C5	17,884,000	18,217,000

Accreditation income	Year ended 31 December 2016 €	Year-ended 31 December 2015 €
Accreditation income	2,324,206	2,289,062

The Industrial Development (Forfas Dissolution) Act 2014 was signed into law on 29th June 2014 and on the 1st August 2014 Forfas was dissolved and ceased as a legal entity. Much of their related activities were transferred to the Department of Jobs, Enterprise and Innovation. The Irish National Accreditation Board (INAB) transferred to the Health & Safety Authority. INAB are responsible for accreditation activities and invoice clients for work undertaken.

COMAH income	Year ended 31 December 2016 €	Year-ended 31 December 2015 €
COMAH income	241,904	-

In 2016 the Authority introduced a fee schedule for various inspection and investigation activities under the Chemicals Act (Control of Major Accident Hazards Involving Dangerous Substances) Regulations 2015.

Other income	Year ended 31 December 2016 €	Year-ended 31 December 2015 €
Driver Training Course Income	115,650	95,804
SEVESO	1,169	28,556
Fines – European Agreement concerning the international carriage of dangerous goods by road (ADR)	-	1,750
Sale of Authority's Publications	3,935	19,510
Miscellaneous (Seminars, Legal, Witness Expenses, EU Commission)	114,717	166,392
	235,471	312,012

Extracts from the notes to the audited financial statements year ended 31st December 2016 (continued)

Salary costs	Year ended 31 December 2016 €	Year-ended 31 December 2015 €
Gross salaries	9,912,218	10,133,287
Employer PRSI	858,897	856,746
Total salary costs	10,771,115	10,990,033
Actual staffing levels – professional/technical	112.7	117.6
Actual staffing levels – administration	45.9	48.6
	158.6	166.2

€587,537 (2015: €728,012) of pension levy has been deducted from staff and paid over to the Department of Jobs, Enterprise and Innovation.

Extracts from the notes to the audited financial statements year ended 31st December 2016 (continued)

CEO Remuneration

The Chief Executive Officer received a salary of €143,040 (2015: €148,541) and expenses to the value of €8,192 (2015: €8,324) in 2016. There were twenty seven pay periods (27) in 2015.

The CEO did not receive any bonus or perquisites in the year.

The CEO's retirement benefit entitlements are in line with standard entitlements in the model public sector defined benefit superannuation scheme.

Employee Benefits Breakdown

Range of total employee benefits		Number of Employees	
From	To	2016	2015
€60,000	- €69,999	75	71
€70,000	- €79,999	14	17
€80,000	- €89,999	9	8
€90,000	- €99,999	5	5
€100,000	- €109,999	3	3
€140,000	- €149,999	1	1

Extracts from the notes to the audited financial statements year ended 31st December 2016 (continued)

Members' fees and expenses

Board member	Fees € 2016	Expenses € 2016	Fees € 2015	Expenses € 2015
Ms. Carol Bolger	7,695	-	7,695	-
Mr. George Brett	7,695	1,169	7,695	2,693
Mr. Robert Butler	7,695	-	7,695	-
Mr. Paul Cullen (DJEI)	-	-	-	-
Dr. Michael Gillen	7,695	-	7,695	243
Mr. Michael Horgan (Chairman)	11,980	-	11,970	-
Mr. Pat Kenny	7,695	-	7,695	-
Mr. John McCartney	7,695	307	7,695	237
Ms. Vicki O'Reilly	7,695	-	7,695	-
Prof. James Phelan	7,695	561	7,695	183
Ms. Christine Rowland	7,695	-	3,848	-
Mr. Frank Vaughan	7,695	209	7,695	-
	88,930	2,246	85,063	3,356

Extracts from the notes to the audited financial statements year ended 31st December 2016 (continued)

Operational Expenses

	Total 2016 €	Total 2015 €
Accommodation	1,857,488	1,784,446
Communications costs	399,042	230,073
Travel & subsistence - national	689,092	791,040
Travel & subsistence – international	153,838	98,114
Publications & marketing	1,207,608	1,629,928
Legal services	128,360	84,433
Research	160,347	91,678
Financial services	304,279	300,087
Pensions and human resources	21,287	20,206
Other consultancy	471,077	583,431
Accreditation – external assessor costs (note 3)	961,000	1,069,295
Business process review	155,813	343,969
Staffing costs	218,647	283,710
General equipment supplies	167,391	137,448
Investment in learning	186,414	173,036
Technology costs	795,964	859,251
Depreciation	238,565	233,353
Internal audit fees	16,544	12,123
External audit fees	15,400	15,422
Members' fees	88,930	85,063
Bad debts	14,254	-
Other	99,756	81,259
	8,351,096	8,907,365

Included in operational expenses is a charge of €2,224 (2015: €369) in respect of amounts paid by the Authority for hospitality.

Enforcement statistics 2016

Table 2.1 Number of workplace inspections and investigations 2006–2016

Year	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Total	15,365	13,631	16,009	18,451	16,714	15,340	13,835	12,244	10,719	10,880	10,477

Table 2.2 Number of occupational safety and health and chemical inspections 2016

Inspection area	Inspection target	Progress in 2016
Occupational safety and health legislation		
Agriculture	2,300	2,151
Forestry	50	75
Fishing	50	23
Construction	3,800	3,664
Manufacturing	700	669
Wholesale and retail	500	398
Healthcare	200	195
Public sector	100	120
Mines and quarries	200	242
Transport and storage	200	187
Waste collection and disposal	100	123
Other sectors	700	309
Total inspections under OSH legislation	8,900	8,156
Chemicals legislation		
Occupational hygiene	685	616
COMAH (control of major accident hazards)	100	101
Sub-COMAH	25	25
Transport of dangerous goods (ADR/TPE)	270	328
Retail and private petroleum stores (RPPS)	70	122
REACH – registration audits	5	5
REACH – CLP audits	10	9
Total inspections and audits under chemicals legislation	1,165	1,206
Investigations		
Investigations of fatalities, serious accidents, dangerous occurrences and complaints		1,115
Total inspections and investigations	11,165	10,477

Table 2.3 Market Surveillance of Chemical Products

Inspection Focus	2016 Target	2016 Progress
Market surveillance of chemical products	150	329
Market surveillance project on liquid laundry capsules	N/A	450

Table 2.4 Total workplace inspections and investigations by economic sector and enforcement actions 2016

Economic sector	Inspections and investigations ³	Agreed prohibition	Improvement notice / direction	Payment in lieu	Prohibition notice	Verbal advice	Written advice	Total enforcement actions
Agriculture, forestry and fishing	2,317	0	132	0	110	1,385	813	2,440
Mining and quarrying	266	0	21	0	29	127	135	312
Manufacturing	1,110	1	24	0	13	449	534	1021
Electricity, gas, steam and air-conditioning supply	30	0	0	0	0	16	7	23
Water supply, sewerage, waste management and remediation activities	160	0	12	0	6	57	80	155
Construction	4,180	2	107	0	214	2,157	1,551	4,031
Wholesale and retail trade, repair of motor vehicles and motorcycles	937	0	31	0	17	317	485	850
Transportation and storage	444	0	11	5	3	169	166	354
Accommodation and food service activities	129	0	6	0	2	43	78	129
Information and communication	14	0	0	0	0	6	4	10
Financial and insurance activities	17	0	0	0	0	2	7	9

³ These figures include workplace inspections and investigations carried out in the sector under occupational safety and health and chemicals legislation

Table 2.4 Total workplace inspections and investigations by economic sector and enforcement actions 2016 (*continued*)

Economic sector	Inspections and investigations ³	Agreed prohibition	Improvement notice / direction	Payment in lieu	Prohibition notice	Verbal advice	Written advice	Total enforcement actions
Real estate activities	35	0	3	0	3	10	15	31
Professional, scientific and technical activities	72	0	1	0	0	36	29	66
Administrative and support service activities	108	0	3	0	7	39	42	91
Public administration and defence, compulsory social security	150	0	1	0	1	66	76	144
Education	55	0	3	0	7	39	42	91
Human health and social work activities	293	0	12	0	0	134	158	304
Arts, entertainment and recreation	54	0	1	0	1	22	27	51
Other service activities	104	0	1	0	0	37	52	90
Others	2	0	0	0	0	0	0	0
Total	10,477	3	369	5	413	5,111	4,301	10,202

³ These figures include workplace inspections and investigations carried out in the sector under occupational safety and health and chemicals legislation

Table 2.5 Inspection type in main economic sectors 2016

Sector (% type)	Routine Inspection	Follow up inspection	Planned Inspection
Agriculture, forestry and fishing	70	22	8
Construction	81	11	8
Wholesale retail trade	61	15	24
Transport and Storage	70	13	17
Manufacturing	61	11	28
Health	69	14	17
Mining and quarrying	74	2	24
Public administration, defence and social security	48	8	44
Over all NACE sectors	72	14	14

Table 2.6 Health and safety management compliance in main economic sectors 2016

Sector (% Compliance)	Safety statement prepared and available at workplace	Enforcement action taken for safety statement (% visits where written advice or notice served)	System in place for reviewing health and safety performance (% yes)	Safety consultation process in place	Safety representative selected (% Yes)	Where a safety rep. exists, did he/she communicate with or accompany inspector (% Yes)
Agriculture, forestry and fishing	77	19	59	88	3	2
Construction	72	19	63	90	18	39
Wholesale retail trade	72	40	54	85	11	38
Manufacturing	86	33	63	91	33	39
Transport and Storage	79	27	56	88	32	25
Health	88	49		92	41	85
Mining and quarrying	96	14	95	98	26	11
Public administration, defence and social security	92	37	75	97	50	16
Over all NACE sectors	76	24	61	90	21	29

Table 2.7 Items reviewed in safety statement and compliance rates in the main economic sectors 2016

Sector (% compliance)	Safety statement contains relevant safety risk assessments	Safety statement contains relevant health risk assessments	Safety statement specified appropriate control measures for safety risks identified	Safety statement specified appropriate control measures for health risks identified	Safety statement allocates responsibilities to relevant managers
Agriculture, forestry and fishing	96	94	95	95	95
Mining and quarrying	100	94	94	87	82
Manufacturing	86	80	74	75	85
Transport and Storage	73	75	70	64	75
Construction	95	93	91	77	94
Wholesale and retail trade	64	69	63	66	63
Public administration and defence; social security	82	94	79	88	85
Health	65	66	51	58	67
Overall NACE sectors	84	83	81	80	76

Outcomes of prosecutions 2016

Type of proceeding	Total heard	% total of cases heard summarily / indictment	Dismissals/ Charges struck out*	Under appeal**	Suspended sentence	Community service	Probation Act	Fines €
On Indictment	9	53	0	1	0	0	0	585,000
Summarily	8	47	1		0	0	0	29,000
Total	17	100	1	1	0	0	0	614,000

* A guilty plea was entered and the charges struck out subject to a donation of €5,000 to the Court Poor Box. The prosecution related to an incident where an employee has a partial amputation of their left thumb.

** The fine imposed in a successful prosecution is under appeal on the grounds of undue leniency.

Cork County Council

On indictment

On the 10 February 2016, this case was heard in Cork Circuit Criminal Court. Cork County Council pleaded guilty to one charge. On the 23 November 2012, at Carr's Hill, Douglas, County Cork, Cork County Council failed to manage and conduct a work activity, namely the felling of trees using a chainsaw, in such a way so as to ensure as far as reasonably practicable, the safety health and welfare at work of employees, by failing to provide adequate appropriate equipment.

Contravention	Legislation	Verdict	Fine
Section 8(2)(a) contrary to section 77(2)(a)	Safety Health and Welfare at Work Act 2005	Pleaded guilty	€48,000

Olema Consultants Limited

Summary

This case was heard before Dublin District Court on 8 and 9 March 2016. The company were found guilty on six charges and fines totalling €18,000 were imposed on Olema Consultants Ltd. The case arose following an investigation by the HSA into an accident where an employee of Olema Consultants Ltd working on the construction site, fell from a height when he was erecting scaffolding. The accident happened on 6 May 2014 at the rear of the Harcourt Hotel.

Contravention	Legislation	Verdict	Fine
Regulation 8 (2) (a) as it relates to 77(2)(a)	Safety Health and Welfare at Work Act 2005	Pleaded guilty	€3,000
Regulation 8 (2) (a) as it relates to 77(9)(a)	Safety Health and Welfare at Work Act 2005	Pleaded guilty	€3,000
Regulation 8 (2) (c)(iii) as it relates to 77(2)(a)	Safety Health and Welfare at Work Act 2005	Pleaded guilty	€3,000
Regulation 8 (2) (e) as it relates to 77(2)(a)	Safety Health and Welfare at Work Act 2005	Pleaded guilty	€3,000
Regulation 8 (2) (g) as it relates to 77(2)(a)	Safety Health and Welfare at Work Act 2005	Pleaded guilty	€3,000
Regulation 25(1)(b) as it relates to 77(2)(c)	Safety Health and Welfare at Work (Construction) Regulations 2013	Pleaded guilty	€3,000

VF Cold Stores Limited**On indictment**

On the 6 May 2016, this case was heard in Dublin Circuit Criminal Court. VF Cold Stores Limited pleaded guilty to two charges. On the 28 November 2013, an employee of VF Cold Stores Limited suffered personal injury and died when alterations to racking in a room on the premises of VF Cold Stores Limited at Jamestown Business Park, Jamestown Road, Dublin 11, were being carried out whilst the upper three levels of the racking were fully loaded and the fork lift was being operated by an untrained operative.

Contravention	Legislation	Verdict	Fine
Section 8(2)(a) contrary to section 77(9)(a)	Safety Health and Welfare at Work Act 2005	Pleaded guilty	€100,000
Section 8(2)(g) contrary to section 77(2)(a)	Safety Health and Welfare at Work Act 2005	Pleaded guilty	€100,000

Michael Quigley t/a Castle Oils**On Indictment**

On the 11 May 2016, this case was heard in Dundalk Circuit Court. Michael Quigley t/a Castle Oils pleaded guilty to three charges. On the 17 December 2010, Michael Quigley t/a Castle Oils failed to manage and conduct work activity in and about the care, control and management of a bulk petrol storage facility, at Castle Roche, Hackballscross, Dundalk, in such a way as to ensure, so far as was reasonably practicable, the safety, health and welfare at work of his employees. Michael Quigley t/a Castle Oils also failed to have in place a risk assessment for the loading of petroleum products into road tankers at the premises and failed to ensure that all storage tanks at the premises containing petroleum products were separately and suitably vented to atmosphere.

Contravention	Legislation	Verdict	Fine
Section 8(1) contrary to section 77(2)(a)	Safety Health and Welfare at Work Act 2005	Pleaded guilty	€7,000
Section 19(1) contrary to section 77(2)(a)	Safety Health and Welfare at Work Act 2005	Pleaded guilty	€7,000
Section 21(1)(g)(vi) contrary to section 77(2)(c)	Dangerous Substances (Petroleum Bulk Store) Regulations 1979	Pleaded guilty	€7,000

RSJ Civil Limited

On Indictment

This case was heard in Dublin Circuit Criminal Court on 12 May 2016. RSJ Civil Limited pleaded guilty to one charge. On the 12 June 2012, RSJ Civil Limited failed to provide systems of work that were planned, organised, performed, maintained and revised in such a way as to ensure, so far as was reasonably practicable the safety, health and welfare at work of its employees in relation to the carrying out of works to manholes on a public road at Kill Avenue, Dun Laoghaire, County Dublin, in that no advance warning signs, no safety exclusion zones and insufficient cones were in place. An employee suffered personal injury and died.

Contravention	Legislation	Verdict	Fine
Section 8(2)(e) contrary to section 77(9)(a)	Safety Health and Welfare at Work Act 2005	Pleaded guilty	€30,000

Celtic Chocolates Limited

On Indictment

On 6 June 2016, this case was heard in Trim Circuit Court. Celtic Chocolates Limited pleaded guilty to one charge. On 13 October 2014 an employee suffered amputation to his thumb whilst carrying out non-routine maintenance on a compressor in the plant room of Celtic Chocolates Limited at Main Street, Summerhill, County Meath.

Contravention	Legislation	Verdict	Fine
Section 8(2)(e) contrary to section 77(9)(a)	Safety Health and Welfare at Work Act 2005	Pleaded guilty	€30,000

Vincent Ruane Construction Limited

On Indictment

This case was heard in Longford Circuit Court on 14 July 2016. Vincent Ruane Construction Limited pleaded guilty to one charge. On dates between 23 January 2012 and 31 March 2012 Vincent Ruane Construction Limited carried out construction work being the construction of an internal blockwork wall at the Connacht Gold Building in Longford. They failed to ensure that all practicable precautions were taken by shoring or otherwise to prevent danger to any person at work from the fall of part of a building or structure where work was likely to reduce the security or stability of a structure in the course of construction work. There was a failure to provide restraints at the head and end of an internal block wall.

Contravention	Legislation	Verdict	Fine
Regulation 44(d) and section 77(2)(c) of the Safety Health and Welfare at Work Act 2005	Safety Health and Welfare at Work (Construction Regulations) 2006	Pleaded guilty	€250,000

Liffey Meats ULC**Summary**

This case was heard in Virginia District Court, Cavan on the 19 July 2016. Liffey Meats pleaded guilty to two charges: Failure to provide information, training and supervision and failure to provide and maintain suitable PPE. The investigation arose following an accident on 12 March 2015 when an employee was working in a laboratory and an agar jar exploded / disintegrated which caused injuries leading to loss of an eye.

Contravention	Legislation	Verdict	Fine
Section 8(2)(i) contrary to Section 77(9)(a)	Safety Health and Welfare at Work Act 2005	Pleaded guilty	€2,000

Crana Joinery Manufacturing Limited**Summary**

On 27 September 2016, this case was heard at Buncrana District Court. Crana Joinery Manufacturing Limited pleaded guilty to two charges, namely failing to provide and maintain machinery that is safe and failure to have a written risk assessment and safety statement. On 3 December 2014, an accident occurred to an employee kitchen maker, who was making a large piece of curved cornice on a Gomad FD-2 spindle moulder, with no guard, which resulted in serious (hand / finger) injuries.

Contravention	Legislation	Verdict	Fine
Section 8(2)(c)(iii) contrary to Section 77(9)(a)	Safety, Health and Welfare at Work Act 2005	Pleaded guilty	€1,000
Section 19(1) contrary to Section 77(2)(a)	Safety, Health and Welfare at Work Act 2005	Pleaded guilty	€500

Mullally Scaffolding Limited

Summary

On the 14 October 2016 this case was heard in Waterford District Court. Mullally Scaffolding Limited pleaded guilty on two charges and were convicted of failing to manage their undertaking in such a way that individuals at the place of work were not exposed to risks to their safety, a consequence of which was that a member of the public suffered personal injury and also the charge of failing to ensure the design, provision and maintenance of a safe means of access to and egress from a place of work. The case arose from an accident on the 11 May 2015, where a member of the public was struck on the head by a scaffold board which fell from a height, when scaffolding was being erected on the construction site

Contravention	Legislation	Verdict	Fine
Section 12 contrary to S77 (9) (a)	Safety, Health and Welfare at Work Act 2005	Pleaded guilty	€1,500

Avoca Agri Limited

Summary

This case was heard at Arklow District Court, Co. Wicklow on 19 October 2016. This case arose from an incident which occurred on 14 July 2015. Avoca Agri Ltd. failed to comply with health and safety regulations when an employee received injuries to his left hand while removing a stone from the base of a screw auger/conveyor.

Contravention	Legislation	Verdict	Fine
Regulation 33(e)	Safety, Health and Welfare at Work (General Application) Regulations 2007	Pleaded guilty	€500

Skaters Ltd

Summary

On 17 November 2016, this case was heard at Cavan District Court. Skaters Ltd pleaded guilty to two charges of failing on 6 May 2015 to provide information, instruction, training and supervision thereby causing personal injury to an employee whose hands were injured by machine rollers and failure to bring to attention the safety statement to the attention of a newly recruited employee.

Contravention	Legislation	Verdict	Fine
Section 8(2)(g) of the Safety, Health & Welfare at Work Act 2005 contrary to Section 77(9)(a).	Safety, Health & Welfare at Work Act 2005.	Pleaded guilty	€2,000

Naas Farm Machinery Limited**On Indictment**

This case was heard in Naas Circuit Court on 1 December 2016. Naas Farm Machinery Limited pleaded guilty to four charges. On the 29 October 2014 at its premises at Maudlins Industrial Estate, Monread Road, Naas, County Kildare, Naas Farm Machinery Limited failed to ensure that no person under 18 years of age was employed to operate lifting equipment, employees were not provided with supervision and training necessary and work at height was not properly planned or appropriately supervised.

Contravention	Legislation	Verdict	Fine
Section 8(2)(g) contrary to section 77(2)(a)	Safety Health and Welfare at Work Act 2005	Pleaded guilty	€1,500
Section 8(2)(g) contrary to section 77(2)(a)	Safety Health and Welfare at Work Act 2005	Pleaded guilty	€1,500
Regulation 95(1)(a) contrary to section 77(2)(c)	Safety Health and Welfare at Work (General Application) Regulations 2007	Pleaded guilty	€1,500
Regulation 51(b) contrary to section 77(2)(c)	Safety Health and Welfare at Work (General Application) Regulations 2007	Pleaded guilty	€1,500

Eirebloc Limited**Summary**

This case was heard in Bandon District Court, Cork on the 9 December 2016. Eirebloc Limited pleaded guilty to two charges and was fined €3,500. On 27 October 2015 Eirebloc Limited failed to provide a written risk assessment associated with the movement and storage of forming moulds and a mould guide at its factory premises. The case arose following a fatal accident to a part-time student employed since 2012, when loading a number of moulds onto the side of a 40ft curtain-sided trailer in the factory yard with a forklift.

Contravention	Legislation	Verdict	Fine
Section 8(2)(a) contrary to Section 77(2)(a)	Safety, Health and Welfare at Work Act 2005	Pleaded guilty	€2,500
Section 19(1) contrary to Section 77(2)(a)	Safety, Health and Welfare at Work Act 2005	Pleaded guilty	€1,000

Legislation to be finalised in 2016	Progress in 2016
Transposition of Chemical Handling Directive (2014/27/EU) <ul style="list-style-type: none"> - Chemical Agents Regulations - Carcinogens Regulations - General Application (Amendment) (No. 2) Regulations 	Regulations introduced 22 December 2015 Regulations introduced 22 December 2015 Regulations introduced 18 February 2016
Transposition of Electro Magnetic Fields Directive (2013/35/EU)	Regulations introduced 1 July 2016
Safety, Health and Welfare at Work (General Application) (Amendment) Regulations with regard to woodworking machines, abrasive wheels and abrasive blasting of surfaces	Regulations introduced 1 July 2016
Safety, Health and Welfare at Work (General Application) (Amendment) Regulations with regard to reporting of accidents, illnesses and dangerous occurrences	Regulations introduced 1 November 2016
Transposition of Lifts Directive (2014/33/EU)	With counsel for legal settlement – at final stages
Transposition of ATEX Directive (2014/34/EU)	With counsel for legal settlement – at final stages
Transposition of Pressure Equipment Directive (2014/68/EU)	With counsel for legal settlement – at final stages
Safety, Health and Welfare at Work (Diving) Regulations	With Office of Parliamentary Counsel (OPC) for legal settlement – at final stages
Safety, Health and Welfare at Work (Mines) Regulations	With OPC for legal settlement – draft amendments ongoing through 2016
Safety, Health and Welfare at Work (Onshore and Offshore Drilling) Regulations	With OPC for legal settlement – no further progress
Safety, Health and Welfare at Work (Quarries) Regulations	With OPC for legal settlement – no further progress
Safety, Health and Welfare at Work (General Application) (Amendment) Regulations with regard to use of work equipment	With OPC for legal settlement – no further progress
Review of Dangerous Substances Act	With DJEI. Meeting of interdepartmental group held on 9 December 2016.
Chemicals Act (Rotterdam) Regulations	With DJEI – no further progress
Chemicals Act (Detergents) Regulations	With DJEI – no further progress
Update of European Communities (Good Laboratory Practice Regulation) Regulations 1991	With DJEI – no further progress
Proposal for amendment to the Safety, Health and Welfare at Work Act 2005 (SHWW Act 2005) and Chemicals Act 2008	Proposals for amendments to the SHWW Act 2005 sent to DJEI 13 December 2016

Codes of Practice	Progress in 2016
2016 Code of Practice for the Chemical Agents Regulations	Code updated and published
Code of Practice for contractors with four or less employees working on roads	Code updated and published
Code of Practice for avoiding danger from underground services	Code updated and published
Code of Practice for safety in roofwork	Code updated and published
Code of Practice for agriculture	Work to update code ongoing through 2016
Other guidance*	Progress in 2016
Guidance on the Electromagnetic Field Regulations	Guidance published
Update guidance on the Safety, Health and Welfare at Work (Reporting of Accidents and Dangerous Occurrence) Regulations	Updated guidance published
Updated guidance on General Application Regulations to take account of Chemical Handling Directive 2014/27/EU	Three sets of updated guidance published: <ul style="list-style-type: none"> - safety signs at a place of work - protection of pregnant, postnatal and breastfeeding employees - protection of children and young persons
Update guidance on the Safety, Health and Welfare at Work (Chemical Agents) 2001 Regulations	Some drafting progress made in 2016; to be completed in 2017
Update guidance on the Safety, Health and Welfare at Work (Equipment and Pressure) Regulations under the General Application Regulations	No progress in 2016
Guidance on Construction Skills Certification Scheme (CSCS)	Guidance drafted but not published as the management of these schemes is under review by SOLAS
Guidance on the safe use of mobile elevated working platforms	Guidance drafted but not yet published.
Guidance on health and safety in aquaculture	No progress in 2016
Guidance on hazards in dental practice	Guidance published
Guidance on geotechnical assessment of quarries and slope stability	Guidance was progressed through the Quarry Safety Partnership and is to be published in 2017.
Guidance on occupational health in construction	Not published
Guidance on health and safety and homecare	Guidance published
Guidance on preventing vehicle-related slips, trips and falls	Factsheet published
Update guidance on risk assessments and safety statements	Guidance published
Update guidance for safety representatives and safety consultation	Guidance published
Update guidance for directors and senior managers on their responsibilities for workplace safety and health	Replaced with a new publication 'Best practices in Safety and Health'. Published in December 2016.

* A range of fact sheets on specific topics were produced in 2016.

2016 Annual Report to the Minister on the operation of the Chemicals Acts 2008 and 2010

The Health and Safety Authority (herein referred to as 'the Authority') was appointed as the principal national authority under the Chemicals Act 2008. The Chemicals Act of 2008 as amended provides for the national administration and enforcement of the REACH, Detergents and Rotterdam (Prior Informed Consent) Regulations and the CLP Regulation. As of 1 June 2015, the Control of Major Accident Hazards involving Dangerous Substances COMAH (SEVESO III) Regulations also come within the ambit of the Chemicals Acts 2008 and 2010 but these are not subject to this annual report. Five national authorities have administration and/or enforcement obligations under the Chemicals Act, namely the Minister for Agriculture, Food and the Marine, the Environmental Protection Agency (EPA), Beaumont Hospital Board, the Customs Division of the Revenue Commissioners and the Irish National Accreditation Board.

Section 8(4) of the 2008 Act requires a national authority (other than the Authority) to a) make adequate arrangements for the performance of its functions under the relevant statutory provisions; b) keep appropriate records and c) to furnish a report to the Authority within 2 months after the end of each year. Such a report is to include information as may be required and requested by the Authority. In fulfilment of its statutory duties under the Act, the Authority requested each national authority named above to report on their activities under the 2008 and 2010 Acts for 2016. Details for each competent authority are provided below:

1. The Irish National Accreditation Board

The Irish National Accreditation Board (INAB) acts as the National Competent Authority for the purposes of Articles 8(2) and (3) of the Detergents Regulation only. For 2016, INAB reported that no GLP facilities or accredited laboratories (ISO 17025) were currently providing laboratory services under the Detergents Regulations. However, INAB actively participated in the EA Laboratory Committee. The remit of EA Laboratory Committee is to harmonise the implementation of ISO /IEC 17011 for accredited testing laboratories, proficiency testing providers and reference material producers and to elaborate guidance documents where necessary. INAB also actively participated in the OECD and EU Commission Working Groups on GLP.

2. Beaumont Hospital Board

Beaumont Hospital Board is the appointed body responsible for receiving information relating to emergency health response (Article 9(3) of the Detergents Regulation and Article 45 of the CLP Regulation) and has designated the National Poisons Information Centre (NPIC) to perform this function.

In 2016 the NPIC received an increased number of enquiries from industry about providing information relating to emergency health response under the Detergents and CLP regulations. There was also an increase in the number of product information submissions which continues to place significant demands on the Centre, for example, two staff members spent approximately 50% of their time in 2016 answering enquiries from industry and processing product information. Work is ongoing to establish the IT requirements for accepting information in XML format required by the new CLP implementing regulation for Article 45 information.

In 2016 the NPIC answered 2602 enquiries about suspected human poisoning/exposure incidents involving household chemical products, including 1247 detergent products. Fabric cleaning products (particularly liquid detergent sachets/capsules), bleach, dishwasher products and toilet cleaners/fresheners were the most frequently implicated detergent products. The NPIC posted a FAQ document explaining industry obligations to notify chemical mixtures in accordance with CLP Article 45 and answered 167 queries from 67 companies on this topic during the year; working in close cooperation with the Authority Chemicals Helpdesk who shared enquires and provided support in the interpretation of CLP.

The NPIC took part in a European Commission study on hazardous detergent mixtures contained in soluble packaging and provided quarterly updates to the Authority on incidents involving liquid detergent sachets/capsules as well as statistics on other incidents involving specific chemical products during 2016. The NPIC raised concerns about a laundry detergent product in March 2016. Follow-up action by the Authority confirmed the product did not comply with the CLP Regulation and it was removed from the market. In addition the NPIC commented on issues of interest at CARACAL and other European working groups during 2016. The NPIC shared on their Facebook page messages from the Authority and from industry, reminding parents of the need to store liquid detergent capsules safely, to prevent accidental childhood exposures

At a national level, the NPIC Director participated in the Chemicals Interdepartmental Group and attended the group's meeting in April. At the EU level, the NPIC contributed to the discussions with the Commission to finalise the harmonised data set for poisons centres as well as participating in discussions about databases to facilitate exchange of information between appointed bodies (poison centres), according to article 45 (4) of the EC Regulation No. 1272/2008 (CLP Regulation). In addition, NPIC staff participated in the working group developing a Product Categorisation System. The Manager of the NPIC is a member of the EAPCCT Working Group on Poisons Centre activities, which provided feedback on the proposed harmonised dataset for Poisons Centres and related issues. The Clinical Director participated in a workshop on harmonised product notification organised by the BfR in Berlin, in November 2016.

3. Department of Agriculture, Food and the Marine

DAFM remained active in a number of national, Commission and ECHA led committees and working groups in 2016. At a national level, DAFM replied to a number of queries on REACH and CLP referred by the Authorities Chemicals Helpdesk. DAFM also attended two meetings of the Chemicals Interdepartmental/ Agency Group, one liaison meeting with the Authority and had other communications with National Authorities as the need arose during the year.

At an EU level under REACH, DAFM attended two Endocrine Disruptor Working Group meetings and two Persistent Bioaccumulative Toxic Expert Group meetings. For the latter group, a dossier submitted in 2015, was updated during 2016. DAFM kept a watching brief on nanomaterials during 2016 but did not attend any meetings.

Under CLP, DAFM attended four Risk Assessment Committee (RAC) meetings, where an opinion document for one substance was submitted and they also submitted one CLH dossiers for public consultation and consideration.

Under Rotterdam (PIC Regulation), DAFM did not attend any meetings but provided written comments for 27th & 28th Regulation 649/2012 meetings.

During 2016 DAFM commented on a new draft common template for PPP Assessment Reports (DAR). Various draft guidelines are currently under development and require DAFM input on a regular basis.

In terms of inspection, no specific REACH, CLP or Rotterdam inspections were carried out in 2016. DAFM also did not participate in FORUM-REF or Pilot Projects in 2016. In effect, DAFM enforces the REACH & CLP Regulations in the context of enforcement of the sector-specific Plant Protection Product and Biocides legislation, as follows:

- a REACH:** Enforcement that relates to the registration of substances/mixtures under REACH was performed as per the sector-specific legislation. Notification/authorisation/registration of pesticide products to DAFM included a check on the REACH compliance of SDSs.
- b. CLP: DAFM** checked labelling and classification requirements of pesticide products during the notification/authorisation/registration process. In addition, inspections carried out in 2016 also involved checks on the compliance of pesticide product labels.
- c. Rotterdam:** There was no import or export activity for pesticides within the scope of the Rotterdam Regulation in 2016.

The existing MoUs with the Authority on REACH/CLP and on PIC are due for review. There are no mutual cooperation agreements between DAFM and other external bodies/authorities that do not have a statutory role.

4. Customs Division of the Revenue Commissioners

The Revenue Commissioners are the designated national authority under Article 17 of the Rotterdam Regulation. Revenue's Customs Service is responsible for the control of the import and export of dangerous chemicals as listed in that Regulation. For this purpose, profiles have been set into Revenue's Automated Entry Processing (AEP) Customs clearance system. The AEP system is programmed to flag various export declarations to Customs staff. If a RIN is required under the provisions of the Rotterdam Regulation, then the following procedure applies;

- The exporter must enter the RIN on the customs declaration (SAD).
- Customs officers then validate the RIN against the EU ePIC Database.
- Where no RIN is present or where there is any question regarding the RIN, the requirement for a RIN or the export of a certain chemical, Customs contacts the appropriate DNA for clarification on the status of the chemical in question.

Exporters are obliged to correctly declare the chemicals for export by entering the appropriate Y Code in Box 44 of the export declaration (SAD). If a relevant Y Code is not entered in Box 44 the export cannot proceed. The Rotterdam Regulation itself does not provide for any prohibitions or restrictions on importation of chemicals. Revenue has (through its Customs Consultative Committee) informed the trade of the export declaration and RIN requirements for the exportation of chemicals covered by the Rotterdam Regulation. The public can access our staff manual via our Revenue website. (**Dangerous Chemicals Manual**)

The Revenue website also sets out general information in respect of prohibited/restricted goods and this includes information of the exportation of Dangerous Chemicals under the Rotterdam Regulation.

<http://www.revenue.ie/en/customs/prohibitions-restrictions/index.html>

Enforcement activities from a Customs perspective include the electronic profiling of certain dangerous chemicals on our AEP system and the validation by Customs staff of RINs at exportation where relevant. An information manual has issued to all Customs staff, which outlines the procedures to be used in the exportation of chemicals specified by the Rotterdam Regulation.



5. Environmental Protection Agency (EPA)

The Agency developed and used enforcement protocols, which were initially trialled in the 2015 REACH-POPs market surveillance campaign, for participation in the REF4 project. Also, where feasible, REACH compliance monitoring was incorporated in other sectoral market surveillance campaigns (e.g. see below regarding the 2016 RoHS Market Surveillance Programme).

The EPA had carried out on its behalf inspection campaigns over the reporting period to ascertain if 4 products, reported as non-compliant with provisions set out in Article 67 of the REACH Regulation and the subject of RAPEX notifications, had been made available on the market within the State. A total of 25 inspections were carried out at importer and retailer premises and observations and enquiries made concerning the products. None of the products relating to the RAPEX notifications were observed or reported to have been placed or made available on the market within the State.

A market surveillance campaign was initiated in December 2015 combining the monitoring of compliance of general household items with essential requirements under both the REACH Regulation (Article 67) and the Persistent Organic Pollutants Regulation. A total of 20 samples were procured and sent to the contract laboratories for the required testing. Test results were finalised during March 2016. None the samples tested positive for any of the target substances.

During December, as part of the Agency's 2016 RoHS Market Surveillance Campaign, the Agency had 20 samples of electrical and electronic equipment procured and sent for compliance testing. Consistent with its approach to integrate REACH compliance monitoring into certain sectoral surveillance campaigns, some sample components were tested for an extended suite of parameters which included some substances restricted under the REACH Regulation e.g. phthalates. Results are expected during March 2017.

No interventions or legal action were required as a result of non-compliances observed during enforcement activities over the reporting period and where appropriate, the Agency continues to integrate compliance monitoring of REACH requirements within its surveillance/enforcement activities.

During 2016 the Agency participated in the REF4 Project. 20 samples of general household items were procured and tested for compliance with Entry #23 (Cadmium in plastic polymers) and Entry #45 (Octabromo Diphenyl Ether use) in Annex XVII of the Regulation. Test results confirmed all samples were compliant with both entries.

As an added value exercise, the samples were tested for other parameters controlled by the Regulation. Two samples, a bath mat and a dog toy, were found to contain elevated concentrations of Diethyl Hexyl Phthalate (DEHP) – a substance deemed to pose a risk to human health and subject to certain restrictions under Annex XVII and listed on the Candidate List of substances of very high concern for Authorisation. The test reports were submitted to the Authority and Agency assistance offered for any follow-up actions by the Authority. The results obtained by the Agency during its participation in the REF4 Project will be submitted during Q1 2017.

During 2016, EPA staff participated in the Chemicals Interdepartmental/Interagency Group meetings held in April and October and in the review of REACH Impact in Ireland Steering Group meeting held in December.

During 2016 the Agency provided input into the Authority's and the European Chemicals Agency's investigations regarding Rubber Crumb with respect to its use in artificial turf. The Agency also provided input into the review of the Compendium of Analytical Methods Recommended by the Forum to check Compliance with REACH Annex XVII Restrictions and associated documentation.

A project, under the EPA Research Programme 2014-2020, on the potential sources and environmental Fates of Certain Phthalates commenced May 2016. The project, due for completion in 2019, will look at sources of a range of phthalates and examine the fate of the substances in the environment. Further information on the project can be found at <https://sites.google.com/site/phthalatesireland/>.



Statement of Compliance with the requirements of the Code of Practice for the Governance of State Bodies

This Statement of Compliance must be read in conjunction with the Statement of Internal Control that appears in both the Annual Report and Financial Statements of the Authority. This Statement seeks to provide assurance in connection with a range of items detailed in Paragraph 10.2 of the 2009 Code that are not addressed in the Statement of Internal Financial Control.

A Code of Standards and Behaviour has been put in place for employees and a Code of Corporate Governance is in place for Board Members and both are adhered to.

Government policy on the pay of Chief Executives and all State body employees is being complied with. Details of the salary of the Chief Executive Officer are published in the Annual Report and Financial Statements.

Government guidelines on the payment of Directors' fees and expenses are being complied with. The fees and expenses paid to Board members during 2016 will be detailed in a note to the Financial Statements and in the Annual Report.

There have been no significant post balance sheet events.

The Authority has complied with the Government travel policies in all respects, is substantially adhering to the relevant procurement policy and procedures and is compliant with the asset disposal procedures.

The Authority was in compliance with all relevant tax laws and the Code of Practice for the Governance of State Bodies is being complied with. During 2015 the Authority, in common with a number of other State agencies, was requested by the Revenue Commissioners to participate in a Profile Interview and a subsequent Revenue audit. The Authority was advised by the Revenue Commissioners during 2016 that the audit was completed and no further action was required on the part of the Authority.

On behalf of the Board.

Dr Michael Gillen
Vice-Chairperson

March 2017

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