

## UNIVERSITY OF ULSTER POLICY SCREENING PRO-FORMA

### What is the Policy? (Name/Description of the Policy)

Revised procedural arrangements for Portable Appliance Testing, Asbestos Management Plan, Risk Assessment, First-aid and Accident Reporting

### What is the aim, objective or purpose of the Policy?

The University of Ulster has legislative responsibilities in regard to all of the above areas. The purpose of the review of these procedures is to ensure, as a minimum, legal compliance.

### Who defines or defined the Policy and who implements it?

Health and Safety Management Standing Committee. Implemented by line managers, employees and Health and Safety Services.

Is the Policy applied uniformly throughout the University? ☒ Yes ☐ No

If "no" what are the consequences in terms of the screening process?

### Who are the stakeholders in relation to this Policy eg, DEL, UCAS?

Employees and employer

### How do we interface with other bodies in relation to implementation of this Policy?

Health and Safety Executive enforce legislative requirements.

### What data are available to facilitate the screening of this Policy?

Accident reports are reported to Statutory Health and Safety Committees and through Annual report to HSMSC and Council.

1. Is there any evidence of higher or lower participation or uptake by the following characteristics?

	Yes	No	Not Known
Religious Belief		√	
Political Opinion		√	
Racial Group		√	
Age		√	
Marital Status		√	
Sexual Orientation		√	
Gender		√	
Disability		√	
Dependants		√	

**Note:** A broad interpretation should be taken of the word 'evidence'. It should include anecdotal evidence and evidence derived from qualitative analysis or quantitative analysis where available.

**Please comment:**

Health and Safety legislation requires that the University protects all staff, and others who may be affected by our undertaking, so far as reasonably practicable. As such these procedures apply to all staff. It is unlikely that there will be some equality groups who have a higher participation rate.

2. Is there any evidence that different groups have different needs, experiences, issues and priorities in relation to this Policy?

	Yes	No	Not Known
Religious belief		√	
Political Opinion		√	
Racial Group		√	
Age		√	
Marital Status		√	
Sexual Orientation		√	
Gender	√		
Disability	√		
Dependants		√	

**Note:** A broad interpretation should be taken of the word 'evidence'. It should include anecdotal evidence and evidence derived from qualitative analysis or quantitative analysis where available.

**Please comment:**

The policies and procedures relate mainly to processes to ensure that the University meets its legislative requirements under Health and Safety legislation. There is no evidence that any of the Section 75 categories have different needs, experiences, issues or priorities; or that the procedures will have an adverse impact on equality of opportunity for any s75 groups.

However staff with disabilities and/or existing medical conditions or pregnant employees may have different needs.

3. Have consultations with relevant groups, organisations or individuals indicated that policies of this type create problems specific to them?

	Yes	No	Not Known
Religious Belief		√	
Political Opinion		√	
Racial Group		√	

Age		√	
Marital Status		√	
Sexual Orientation		√	
Gender		√	
Disability		√	
Dependants		√	

**Note:** A broad interpretation should be taken of the word 'evidence'. It should include anecdotal evidence and evidence derived from qualitative analysis or quantitative analysis where available.

**Please comment:**

It is a requirement that Trade Union representatives are consulted on all new or revised health and safety procedures. As such these procedures have or will be passed to Health and Safety Consultative Forum, all of Faculty Health and Safety Committees, each Campus Health and Safety Committee, stakeholders and other interested parties within the University for the purposes of consultation.

- 4. Is there an opportunity to promote equality of opportunity or community relations better by altering the Policy, or by working with others, in Government, or in the larger community in the context of this Policy?**

Yes ☒ No

Please elaborate:

- 5. If the answer to any of the questions in 1 to 4 is yes, please indicate whether you consider the Policy may significantly impact on the University's obligation to have due regard to the need to promote equality of opportunity.**

Yes ☐ No

Please elaborate:

- 6. What data are required in the future to ensure effective monitoring?**

Accident reports reported to Statutory Health and Safety Committees and through Annual report to HSMSC and Council.

- 7. In the context of question 3 are there any relevant groups which you believe should be consulted? Please specify**

None

- 8. Please indicate whether a full impact assessment is recommended.**

Yes ☐ No ☒

Please elaborate

- 9. Any other comments on the Policy and/screening exercise?**

**POLICY** \_\_\_\_\_

Time table for impact assessment

- a. On a scale of 1-5, 1 being the highest priority and 5 being the lowest, assess the Policy in terms of priorities for impact assessment.

	1 - 5
Social Need	
Effect on people's daily lives	
Effect on economic, social and human rights	

Please indicate whether you think this policy should be reviewed in year 1,2,3,4 or 5.

Year \_\_\_\_\_

- b. Is the Policy affected by a strategic planning documents e.g. Agenda for Action, Institutional Plan, Strategic Development Plan?

Yes Y No Y

Please elaborate

- c. Is the Policy affected by the time table established by other relevant public authorities or organisations in relation to common functions?

Yes Y No Y

Please elaborate

- d. What is the scale of expenditure incurred by the Policy?



Preliminary Screening by:

**Alastair Smith / Geoff Gillan**  
**Health & Safety services**

**Date:** 8<sup>th</sup> September 2008  
8 October 2008