

<b>Tuesday 7 September 2021</b>	
<b>09:00</b>	<b>Welcome and introductions – Bill Tubey + polls</b>
<b>An introduction to managing electrical safety</b>	
<b>09:20</b>	<b>Electrical safety- HSA Regulation and experience-Padraig Delaney</b> Introduction to the regulatory framework in Ireland and experience of incidents
<b>10:20</b>	<b>Typical electrical incidents - Bill Bates</b> <ul style="list-style-type: none"> <li>▪ Effects of failure</li> <li>▪ Incident statistics</li> <li>▪ Typical faults and incidents</li> </ul>
<b>10.40</b>	<b>Incident investigation - Bill Tubey</b> Delegates break into groups to discuss 3 real incidents: <b>Incident 1</b>
<b>11.05</b>	<b>Comfort Break 10 mins</b>
<b>11.15</b>	<b>Incidents 2 &amp; 3</b>
<b>12.00</b>	<b>Reduce risks in the workplace and how the Code of Practice was developed – Bill Tubey</b> <ul style="list-style-type: none"> <li>▪ Who should use the Code?</li> <li>▪ What is the Code's purpose and structure?</li> <li>▪ Where is the Code applicable?</li> <li>▪ When should the Code be used?</li> <li>▪ Unilever's case study example of self-assessment</li> </ul>
<b>12.30</b>	<b>End of Day 1</b>

<b>Wednesday 8 September 2021</b>	
<b>Self-Assessment (sections 3-6 of Code of Practice) How a structured approach to managing electrical safety can be achieved</b>	
<b>09:00</b>	<b>Case Study 1 - Managing Policy - Bill Tubey</b> Practical application of the Code of Practice <ul style="list-style-type: none"> <li>▪ Electrical safety policy</li> <li>▪ Leadership</li> <li>▪ Planning</li> <li>▪ Design</li> <li>▪ Electrical system standards</li> </ul>
<b>09:25</b>	<b>Case Study 2 Managing 'Procedure' Aspects – Bill Bates</b> <ul style="list-style-type: none"> <li>▪ Identifying and controlling your own risks</li> <li>▪ Safe working practices</li> <li>▪ Workplace precautions</li> <li>▪ Procedures</li> <li>▪ Electrical system maintenance</li> <li>▪ Electrical system documentation</li> <li>▪ Incident investigation</li> <li>▪ Measurement of performance</li> </ul>

<b>10.30</b>	<b>Comfort Break 10 mins</b>
<b>10:40</b>	<b>Case Study 3 Managing ‘People’ Aspects – Bill Tubey</b> <ul style="list-style-type: none"> <li>▪ Appointments, roles and responsibilities</li> <li>▪ Training</li> <li>▪ Competence</li> <li>▪ Cooperation</li> <li>▪ Communication</li> <li>▪ Audits</li> </ul>
<b>11:20</b>	<b>Case Study 4 Managing Specific Aspects – Bill Bates</b> <ul style="list-style-type: none"> <li>▪ Work undertaken on or near exposed live electrical parts</li> <li>▪ Operating electrical machinery</li> <li>▪ Using electrical contractors</li> <li>▪ Storing, handling and using flammable gases, vapours or dusts</li> <li>▪ Buried cables on your land</li> <li>▪ Overhead power lines on or near your site</li> </ul> <p>Operating and maintaining high voltage electrical equipment</p>
<b>12:30</b>	<b>End of Day 2</b>

<b>Thursday 9 September 2021</b>	
<b>09:00</b>	<b>Self-Assessment Evaluation - Bill Bates &amp; Bill Tubey</b> <ul style="list-style-type: none"> <li>▪ Self-assessment summary</li> <li>▪ Deciding on actions and implementations</li> <li>▪ With whom should you share the results?</li> <li>▪ Review your improvement plan</li> </ul>
<b>09:35</b>	<b>Statutory framework for health and safety and legal consequences of failure to manage risk –</b> <b>Niav O’Higgins, Partner, Arthur Cox Solicitors</b> <p>Niav specialises in defending directors, senior individuals and companies facing investigation or prosecution for health and safety offences arising from work related incidents.</p> <p>This session will provide insights and advice as follows:</p> <p>Core duties under Safety, Health and Welfare at Work Act 2005</p> <p>Potential for personal liability</p> <p>Role and powers of HSA</p> <p>The role of hindsight when a criminal investigation starts</p> <p>Case study of actual criminal trial</p>
<b>10.40</b>	<b>Comfort Break 10 mins</b>
<b>10.50</b>	<b>Legal questions for Niav O’Higgins</b>
<b>11.35</b>	<b>Interview under caution – Case study 5</b>
	<b>Evaluation of self-assessment and next steps (sections 7-8 of Code of Practice)</b>
<b>12.10</b>	<b>Using the IET Code of Practice</b> <ul style="list-style-type: none"> <li>▪ Bringing together Policy, Procedure and People aspects.</li> <li>▪ Considering the ESM CoP structure and how you can produce your improvement plan with its prioritised actions.</li> <li>▪ How will you take this forward?</li> </ul>

	<b>Implementing the IET code in your workplace</b> <ul style="list-style-type: none"> <li>▪ Self-assessment</li> <li>▪ Reporting results</li> <li>▪ Identifying priorities for change</li> <li>▪ Implementing change</li> <li>▪ Review</li> </ul>
<b>12:30</b>	<b>Closing remarks and end of course</b>

**Presenters:**

**Padraig Delaney**, BE, MIEI joined the HEALTH & SAFETY AUTHORITY in 1996 as an inspector and he currently co-ordinates HSA policy matters in relation to electricity, explosive atmospheres (ATEX) and renewable energy. He also works on the market surveillance of Personal Protective Equipment and Machinery in accordance with the relevant EU product legislation. A graduate of University College Dublin, he holds an honours degree in Electrical Engineering and a Post Graduate Diploma in Occupational Health & Safety. From 1988 to 1996, prior to joining the HSA, he worked in industry on electrical installations and electrical design projects in Ireland, Europe and the Middle East. Padraig is Ireland's representative on the EU Working Group and Committee dealing with ATEX and he is the former chair of EU ATEX Administrative Cooperation Working Group on Market Surveillance (AdCo). "

**Niav O'Higgins** is a leading Irish construction lawyer with over 25 years' experience in this area. She heads up the Construction & Engineering Group and is also a member of the Health & Safety Group at Arthur Cox.

Niav has experience of advising various parties involved in both private and public sector projects, including state and semi-state bodies, developers, contractors, consultants, investors and funders. Her breadth of experience, across a range of industry sectors, gives Niav real understanding of the imperatives driving the players, allowing her to unlock solutions in the drafting and negotiation of construction contracts, professional appointments, and related documentation. She also provided solution-driven advice on dispute resolution, where she has experience of adjudication, conciliation, mediation and arbitration. Niav also advises on matters of health and safety, particularly as it affects construction and is a lecturer on the Trinity College Diploma in Health and Safety in Construction (IOSH accredited).

**Bill Bates** worked for 20 years in the electricity utility, Manweb, followed by 20 years as a Principal Electrical Inspector at the Health and Safety Executive. He was also a contributor to the IET Code of Practice for Electrical Safety Management and has practical experience applying the Code with clients.

**Bill Tubey** worked for Manweb which was acquired by Scottish Power in 1996. His operational engineering background in the electricity industry and extensive experience of the leadership and effective management of large multi-disciplined teams makes him ideally suited to share his knowledge on electrical safety management.