

In Person Programme
Futures Place, Stevenage, UK

	08:30	Day 1 – Registration
1	08:45	Introduction
2	09:15	Basic Electricity
3	09:45	Why good electrical safety management matters ▪ What is electrical risk? ▪ Incidents ▪ Issues ▪ Lessons
	11:00	Refreshment break
4	11:15	Managing Electrical Risk • Incident statistics • Effects of failure • Risk management • Competence
5	11:45	Reduce risks in the workplace and how the Code of Practice was developed ▪ Who should use the Code? ▪ What is the Code's purpose and structure? ▪ Where is the Code applicable? ▪ When should the Code be used? ▪ Unilever's case study example of self-assessment
	12:15	Lunch
6	13:00	Case Study 1 Managing 'Policy' ▪ Electrical safety policy ▪ Leadership ▪ Planning ▪ Design ▪ Electrical system standards
7	14:00	Case Study 2 Managing 'Procedure' ▪ Identifying and controlling your own risks ▪ Safe working practices ▪ Workplace precautions ▪ Procedures ▪ Electrical system maintenance ▪ Electrical system documentation ▪ Incident investigation ▪ Measurement of performance
	15:00	Refreshment break
8	15:15	Incident investigation Three incidents for investigation
	16:30	End of Day One

	08:30	Day 2 – Registration
9	08:45	Case Study 3 Managing ‘People’ ▪ Appointments, roles and responsibilities ▪ Training ▪ Competence ▪ Cooperation ▪ Communication ▪ Audits
10	09:45	Case Study 4 Managing Specific Issues ▪ Work undertaken on or near exposed live electrical parts ▪ Operating electrical machinery ▪ Using electrical contractors ▪ Storing, handling and using flammable gases, vapours or dusts ▪ Buried cables on your land ▪ Overhead power lines on or near your site ▪ Operating and maintaining high voltage electrical equipment
	11.15	Refreshment Break
11	11:30	Self-Assessment Evaluation ▪ Self-assessment summary ▪ Deciding on actions and implementations ▲ With whom should you share the results? 🔴 Review your improvement plan
	12:00	Lunch
12	12:45	Legal consequences of failure to manage risk – Michael Appleby, Partner, Fisher Scoggins Waters LLP Solicitors Michael specialises in defending directors, senior individuals and companies facing investigation or prosecution for health and safety offences or manslaughter arising from work related incidents. This session will provide insights and advice as follows: ▪ The role of hindsight when a criminal investigation starts ▪ Brief outline of the law – manslaughter, s37 HSWA, s7 HSWA ▪ Case study of actual criminal trial concerning an electrocution of a subcontractor at a data centre during a resilience upgrade Some practical issues if an individual is involved in an incident – i.e. if you are asked to give a statement by police/HSE, find out if you are a witness or a suspect
13	14:00	Case Study 5 - Interview Under Caution
	14:45	Refreshment Break
14	15:00	Using the IET Code of Practice Summary ▪ Bringing together Policy, Procedure and People aspects. ▪ Considering the ESM CoP structure and how you can produce your improvement plan with its prioritised actions. ▪ How will you take this forward?
	15:30	Closing remarks and end of course