

Ref. No:	IMS-POL-21	<h1>HAVS Policy</h1> <p>(Hand Arm Vibration Syndrome) (See HS-P-11)</p> 	
Rev. Status:	01 NOV 24		

Nicol of Skene Ltd is committed to protecting the health of our employees and this includes preventing exposure to harmful levels of vibration and noise.

The Chief Operating Officer is responsible for the implementation of this policy and will make all necessary resources available. The responsibility for our performance on this policy rests with all company employees.

The health and safety policy requires everyone who has designated responsibility for managing health and safety to ensure that the arrangements described in this document are implemented effectively, and regularly reviewed and monitored.

Employees have a duty to co-operate with the company in controlling risks. All employees, and others who may be affected by the risks of hand-arm vibration, should be made aware of the company arrangements to protect them and what they need to do, to comply with these arrangements.

Legal duties:

The Control of Vibration at Work Regulations 2005 requires the company to prevent or reduce risks to health and safety from exposure to vibration at work. Employees and the self-employed also have duties under the regulations. We will:

- Assess the vibration risk to our employees.
- Take action to reduce vibration exposure that produces those risks.
- Endeavour to reduce vibration exposure below the daily exposure action value of 2.5m/s^2 (100 Points).
- Where employees are likely to be exposed above the daily exposure action value (EAV) we will implement a programme of controls to eliminate or minimise the risk and reduce exposure to as low a level as is reasonably practicable.
- Ensure that no employees are exposed to vibration above the daily exposure limit value (ELV) of 5m/s^2 (400 Points).
- Make sure the legal limits on vibration exposure are not exceeded.
- Provide information, instruction and training to employees on the health risks and the company procedures to be followed to minimise these risks.
- Carry out Health Surveillance of any employees who are regularly exposed above the daily exposure action value (EAV).
- Consult employees on our proposals to control risks and to provide health surveillance.
- Keep a record of our risk assessment and control measures.
- Keep health records for employees under health surveillance.
- Review and update our risk assessment regularly.

Objectives and targets:

- Identify tools that may need to be replaced or upgraded.

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- All relevant Managers and Supervisors to receive formal training on vibration risks and their duty to ensure the Nicol of Skene HAVS Policy and Procedures are implemented and adhered to on all sites under their control.
- All relevant employees to receive HAVS Awareness Training with information on vibration risks and control measures to mitigate exposure.

Risk control measures:

The company recognises the importance of implementing a range of control measures to reduce the risks from hand-arm vibration. Risk controls include:

Alternative work methods

Where possible we will consider alternative work methods that eliminate or reduce exposure to vibration, for example the use of Remote-Control equipment such as hydraulic breakers instead of using handheld devices.

Equipment selection

We will make sure that when the use of vibrating equipment cannot be avoided, we ensure that the selected equipment is suitable for the task and can do the work efficiently.

Maintenance of work equipment

We will ensure that appropriate maintenance programmes are in place for all equipment to prevent an avoidable increase in vibration occurring, manufacturers recommendations will be followed where appropriate.

Purchasing policy for replacing old equipment and tools

As work equipment reaches the end of its useful life it will be taken out of service and replaced with high quality modern equipment which should, so far as is reasonably practicable, include all of the latest safety features to reduce vibration risks to the operator. No equipment will be purchased without the vibration data being considered.

All new equipment will be added to the company HAVS & Noise Register prior to first use.

Work schedules

We will limit the time that our employees are exposed to vibration by planning work to avoid individuals being exposed to vibration for long, continuous periods – several shorter periods are preferable. Where tools require continual, or frequent use rotas will be introduced to limit exposure times.

Clothing and gloves

We will provide employees with all necessary protective clothing to keep them warm and dry.

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Information, Instruction and Training

All employees who work with equipment that creates a risk of exposure to hand-arm vibration will be provided with information and training on:

- The health effects of hand-arm vibration.
- Sources of hand-arm vibration.
- The risk factors – for example vibration levels, daily exposure duration and regularity of exposure.
- How to recognise and report symptoms.
- The need for health surveillance and how this will be provided.
- Ways to minimise risk including:
 1. changing working practices to reduce vibration exposure.
 2. correct selection, use and maintenance of equipment.
 3. correct techniques for equipment use, how to reduce grip force etc.
 4. maintaining good blood circulation at work by keeping warm and massaging fingers and (if applicable) reducing smoking.
- Use, maintenance and correct storage of PPE.

The need for refresher training will be reviewed at least annually, and update training will be provided as necessary.

Personal Protective Equipment (PPE)

All required PPE, as identified in the risk assessment, will be provided along with a suitable place to allow for its proper storage.

Occupational Health

As part of the company occupational health strategy any employees who, despite our action to control the risk, are likely to be regularly exposed above the exposure action value (EAV) or are considered to be at risk for any other reason, will be provided with health surveillance screening.

Monitoring

Compliance with this policy will be monitored by the QHSE Systems Manager during routine inspections.

Audit and Review

The QHSE Systems Manager will review these arrangements annually or sooner if there is a significant change to work practices or legislation.

Authorised by:

Peter-Jon Cowe

Chief Operating Officer



Date: 05th January 2026

Next Review Due: January 2027