

Self-assessment & eLearning course enables safe use of workstations, laptops and tablets for UK homeworkers.

AIG has joined forces with Human Focus to provide Employers Liability policyholders access to an innovative online training system. This eLearning platform is easy to use, offers tools and training that can help employers meet certain regulatory requirements and is included with the Employers Liability insurance policy.

Display Screen Assessment and Relevant eLearning Available for AIG Policyholders

As a legal responsibility, employers must carry out a workstation assessment for a regular DSE user. A legally compliant workstation including suitable chair is a must. Additional equipment such as a monitor stand or footrest may be recommended after the assessment.

Training staff to carry out their own assessment is effective way to ensure that legal requirements are met to provide a safe work area. Self-assessment is also a great solution for homeworkers.

Human Focus eLearning platform offers a Display Screen Equipment (DSE) Assessment & training modules such as “Display Screen Work – What everyone needs to know” to help employees learn how to work safely at home.

How to Access DSE training and Self-Assessment

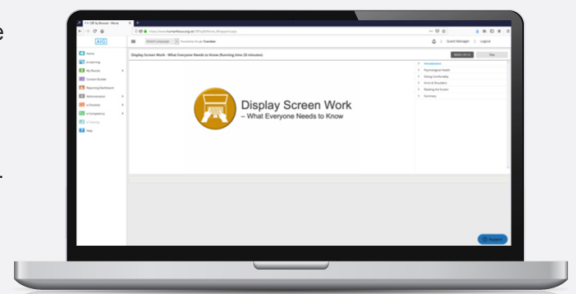
To set up access to the eLearning platform, contact Human Focus directly:

Email: info@humanfocus.co.uk

Web: www.humanfocus.co.uk

Call: 01737 647875

If you are already live on the platform, you can undertake and save DSE assessments and assign and track training. Look for the module entitled “Display Screen Work – What everyone needs to know”.



There are two dedicated e-Learning courses which will assist with home working. Both are available to AIG clients at no additional cost as part of their AIG EL insurance. These are as follows:

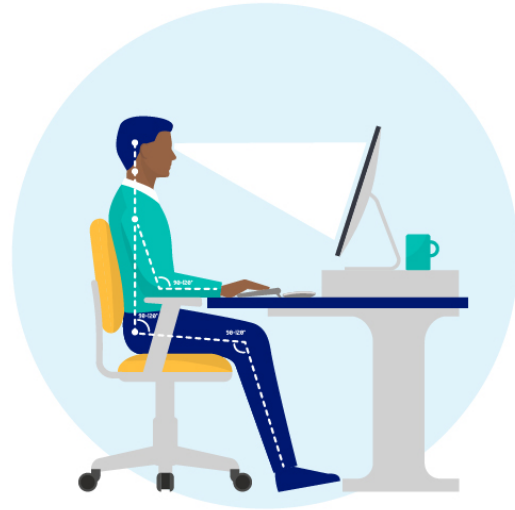


Setting Up Your Office To Work Comfortably

This course is focused on the specific challenges that people commonly face during work at home and how to overcome them. The training is visually engaging and uses animations to explain practical home working tips.

This e-Learning course covers:

- Choosing Your Work Area
- Reducing Distractions
- Setting-up Your Workstation – Seating
- Setting-up Your Workstation – Arms & Shoulders
- Setting-up Your Workstation – Lighting



Safe Work With Display Screen Equipment

This course goes into more detail about setting up a display screen workstation and is an ideal support for giving home workers knowledge for undertaking a display screen risk assessment.

This e-Learning course covers:

- Psychological health
- Sitting comfortably
- Arms and shoulders
- Reading the screen

The Rise in Homeworking and Prolonged Exposure to Display Screens

On 23rd March 2020, the UK government issued “Stay at Home” restrictions driving many employers to instruct their workforce to work from home. This resulted in an increase in the number of home workers from approximately 4 million to 15 million following lockdown, with many UK employees now expected to work from home for the foreseeable future¹.

For these employees, primarily in sectors that lend themselves to home working e.g. information and communication, professional, scientific and technical activities, financial services and real estate, employers need to ensure that they are meeting their legal requirements when it comes to health and safety legislation.

The use of technology and particularly computers has brought connectivity during the lockdown. However, the risks associated with prolonged use of laptops and display screen equipment must be managed by employers. This guide provides advice on how to undertake those legal responsibilities.



Employers face the same health & safety responsibilities for home workers as for any other workers².

¹ ONS, May/June 2020 ² HSE, May 2020

Legal Responsibilities

The legislation relevant to home working includes:

- Health and Safety at Work Act 1974
- The Management of Health and Safety at Work Regulations 1999
- The Health and Safety Display Screen Equipment Regulations 1992
- Provision and Use of Work Equipment Regulations 1998

Employer Responsibilities	Employee Responsibilities
<ul style="list-style-type: none">• Under the Health and Safety at Work Act 1974 (HSWA), employers have a duty to ensure the health, safety and welfare of employees.• Under the Management of Health and Safety at Work Regulations 1999 (MHSW), employers are required to assess all significant risks, which include risks to home workers. Employers must also make adequate arrangements for managing their control measures.• Under the Health and Safety (Display Screen Equipment) Regulations 1992, employers are required to assess display screen equipment (DSE) risks, ensure that workstations meet the minimum requirements, inform users, plan work for changes in activity/breaks, provide eye tests and provide health and safety training. The employer must also arrange a workstation assessment of all DSE users, including those working at home.	<p>It is not only the employer who has responsibilities under health and safety legislation.</p> <p>Under the HSWA, employees have a duty:</p> <ul style="list-style-type: none">• to take reasonable care of their own health and safety, and that of other people who may be affected by their activities at work• to co-operate with their employer to enable the employer to comply with health and safety duties• to use all work items provided by their employer in accordance with the training and instructions they receive to enable them to use the items safely• to inform their employer of any work situation that could present a serious danger to health and safety or of any shortcomings in the employer's health and safety arrangements.

For more information, contact Human Focus or your AIG Risk Consultant.



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