

# "the complete guide to training"

<b><u>COURSE</u></b>	<b><u>WHY SHOULD YOU DO IT?</u></b>	<b><u>REFRESHER TRAINING?</u></b>
<b>180 &amp; 360 Degree Excavator</b>	<b>HSE LEGISLATIVE REQUIREMENT</b> length of driver training depends on experience and whether or not the equipment will be used on a construction site.	1-DAY REFRESHER RECOMMENDED EVERY 5 YEARS FOR THE EXPERIENCED OPERATOR BUT EVERY 3 YEARS FOR THE OCCASIONAL USER. NO RE-TEST
<b>Abrasive Wheels</b>	<b>HSE LEGISLATIVE REQUIREMENT</b> Under the Power Regs operators should be trained in the safe use of the wheel and changing the disc.	NONE REQUIRED
<b>ADR</b>	<b>DEPARTMENT OF TRANSPORT LEGISLATIVE REQUIREMENT -PREVIOUSLY UNDER HSE</b> drivers of vehicles carrying dangerous substances must take an exam. There are 9 modules and you only need to take the sections relevant to the items you are carrying.	LICENCES SHOULD BE RENEWED EVERY 5 YEARS, THE RENEWAL PROCESS IS TO RE-SIT THE FULL COURSE AND EXAM.
<b>ATV (Quadbikes)</b>	<b>HSE LEGISLATIVE REQUIREMENT</b> if you are driving an ATV you should attend a 1-day course. If you are using the ATV to tow a trailer, spread slug pellets, spray etc then it is a 2-day course.	NONE REQUIRED
<b>Food Hygiene Awareness</b>	<b>ASSURANCE SCHEMES</b>	RECOMMENDED EVERY 5 YEARS
<b>Chainsaw 5-day course with NPTC Assessment</b>	<b>HSE LEGISLATIVE REQUIREMENT</b> this is a 5 day course and only covers felling small trees up to 380mm in diameter. You are required to take an NPTC assessment after the course. Recommended for anyone who will be felling trees & certainly landscape gardeners and people with council contracts.	1-DAY REFRESHER RECOMMENDED EVERY 5 YEARS FOR THE EXPERIENCED OPERATOR BUT EVERY 3 YEARS FOR THE OCCASIONAL USER. NO RE-TEST REQUIRED.
<b>Chainsaw Operation &amp; Maintenance</b>	<b>HSE LEGISLATIVE REQUIREMENT</b> this 2 day course only covers cross-cutting and is really only suitable for agricultural/horticultural activities.	1-DAY REFRESHER RECOMMENDED EVERY 5 YEARS FOR THE EXPERIENCED OPERATOR BUT EVERY 3 YEARS FOR THE OCCASIONAL USER
<b>Dangerous Goods Safety Awareness (not to be confused with DGSA training)</b>	<b>DEPARTMENT OF TRANSPORT LEGISLATIVE REQUIREMENT -PREVIOUSLY UNDER HSE</b> a half day course for anyone who is carrying dangerous goods but falls out of the scope of full ADR. The course covers what you can and can't legally carry. What to do in the event of an accident or spillage etc.	RECOMMENDED EVERY 5 YEARS
<b>Fertilizer Calibration</b>	<b>SAVING YOU MONEY + SOME ASSURANCE SCHEMES</b>	RE-CALIBRATE ANNUALLY
<b>Fire Marshal Including Extinguisher Training</b>	<b>HSE LEGISLATIVE REQUIREMENT</b> for any business that picks up on a risk assessment that a fire extinguisher is needed there should be someone competent trained in how to use it.	CERTIFICATES EXPIRE EVERY 3 YEARS. YOU WILL THEN NEED TO REPEAT THE 3-HOUR COURSE.
<b>Fire Risk Assessment</b>	<b>HSE LEGISLATIVE REQUIREMENT</b> all businesses are now required to have carried out their own fire risk assessment. This one day course helps you to go away with all the skills and paperwork needed to put yours in place.	NONE REQUIRED BUT YOUR RISK ASSESSMENT MUST BE REGULARLY UPDATED.

<b>First Aid</b>	<b>HSE LEGISLATIVE REQUIREMENT + MOST ASSURANCE SCHEMES</b> the type of training depends on your risk assessment. Most employers in an agricultural environment are better to train all employees up to the 6 hour level as staff are normally spaced far apart from one another. If you are running a pack-house/factory operation then you may need to put at least 2 people through a 4-day First Aid at Work course.	CERTIFICATES EXPIRE EVERY 3 YEARS. YOU WILL THEN NEED TO ATTEND EITHER A 6-HOUR COURSE OR A 2-DAY REFRESHER DEPENDING ON PREVIOUS TRAINING.
<b>Food Hygiene</b>	<b>FOOD STANDARDS AGENCY</b> Since Jan 06 everyone involved in handling food to be consumed should have adequate food hygiene training. Including B&B's, Village Shops etc	RECOMMENDED TO KEEP UP TO DATE WITH CURRENT LEGISLATION
<b>Forklift</b>	<b>HSE LEGISLATIVE REQUIREMENT</b> an experienced operator may get through his test on a minimum of a 2-day course. This will only cover you to drive that type of lift truck. To add other types you are required to attend a 1 day conversion course. Novices require 3-5 days training.	1-DAY REFRESHER RECOMMENDED EVERY 5 YEARS FOR THE EXPERIENCED OPERATOR BUT EVERY 3 YEARS FOR THE OCCASIONAL USER
<b>Game Meat Hygiene</b>	<b>FOOD STANDARDS AGENCY</b> required if you are selling game meat for the food chain.	NONE REQUIRED
<b>Health &amp; Safety Level 2 Qualification</b>	<b>NO LEGAL REQUIREMENT YET</b> BUT WITH NFU AND HSE BACKING IT SOON WILL BE! I AM BEING TOLD THIS WILL BE REFLECTED IN YOUR INSURANCE QUOTES.	NONE REQUIRED BUT ALWAYS BEST PRACTICE TO REFRESH MEMBERS OF STAFF IN CURRENT LEGISLATIVE REQUIREMENTS & SAFE WAYS OF WORKING.
<b>Manual Handling</b>	<b>HSE LEGISLATIVE REQUIREMENT + MOST ASSURANCE SCHEMES</b> for anyone involved in lifting. Whether it be heavy or repetitive. Length of the course depends on what tasks they are required to do as part of their job.	RECOMMENDED EVERY 5 YEARS
<b>MEWP/Cherry Picker/Scissor Lift</b>	<b>HSE LEGISLATIVE REQUIREMENT</b> this also includes anyone using a forklift truck with a cage/working platform. Usually a 1 day course.	1-DAY REFRESHER RECOMMENDED EVERY 5 YEARS FOR THE EXPERIENCED OPERATOR BUT EVERY 3 YEARS FOR THE OCCASIONAL USER
<b>PA1 - PA13 inclusive</b>	<b>HSE LEGISLATIVE REQUIREMENT + MOST ASSURANCE SCHEMES</b> require sprayer operators to attend a course and take their NPTC assessment in PA1 (foundation module) + whatever other modules are relevant to the type of spraying they are doing.	REGULAR PESTICIDE UPDATE RECOMMENDED TO KEEP YOU UP TO DATE WITH THE NEW REGULATIONS AND TO HELP YOU GAIN NROSO POINTS. YOU SHOULD CERTAINLY HAVE ATTENDED SOME FORM OF TRAINING IN THE LAST 5 YEARS.
<b>Pest Control - rodent/rabbit/mole/ squirrel/fox</b>	<b>HSE LEGISLATIVE REQUIREMENT FOR USING POISONS + MOST ASSURANCE SCHEMES</b> if certain poisons are being used on farm to treat pests then the operator should have attended training and hold a certificate of competence in how to use them safely.	PERIODIC UPDATES RECOMMENDED TO KEEP UP TO DATE WITH NEW LEGISLATION
<b>Ploughing</b>	<b>GOOD PRACTICE</b> ideal course to teach candidates how to set-up the plough to perform at its best as well as teach the candidates what they are doing, why they are doing it and what is the best method or approach.	NONE REQUIRED
<b>Preparing your Sprayer for NSTS Testing</b>	<b>SAVING YOU MONEY</b> you check your car over before it goes in for its MOT so why not learn how to give your sprayer a thorough MOT rather than pay someone else to?	NONE REQUIRED
<b>Towing Trailers on the Road</b>	<b>DEPARTMENT OF TRANSPORT</b> Anyone passing their test since 1 Jan 97 is required to take a B+E Test to tow more than 750kg on a trailer	NONE REQUIRED
<b>Tractor Driving - LANTRA Certificate</b>	<b>GOOD PRACTICE</b> for candidates with little practical experience this 2-day course with Lantra involves integrated assessment and covers all basic safety requirements as well as practical driving experience. Part of the course covers PTO's and there dangers.	NONE REQUIRED

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**Tractor Driving for 13-16 Year Olds** GOOD PRACTICE required if the trainee is going to take DVLA test at 16yrs

NONE REQUIRED

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**Welding**

**HSE LEGISLATIVE REQUIREMENT** PUWER Regulations require adequate training

NONE REQUIRED

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**Working at Height**

**HSE RECOMMENDED** - Any height is regarded as a hazard and can cause injury. You've heard the HSE adverts where the man falls from 2ft off the ground and ends up in hospital.

RECOMMENDED TO KEEP UP TO DATE WITH CURRENT LEGISLATION

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