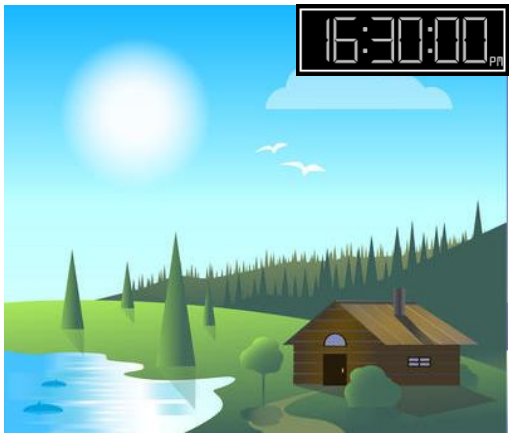
BBLP CLOCKTOBER 2022

Lighting - Light It Up

As we approach October the evenings draw in with the change from British Summer Time to Greenwich Mean Time. When the clocks go back by one hour (on Sunday 30th October 2022), the evenings become darker earlier. The illustrations below show the difference in sunlight that you can expect to see at the same time of 16:30 in the afternoon across the month of October.



Saturday 1st October 2022

Monday 31th October 2022

It is important that you are prepared for the change in daylight hours by reviewing the lighting that you have at your place of work. During these two weeks we are asking that you review the lighting provisions in your offices, on your site and in any other places that people are working where artificial lighting may be required. We are also asking that you review the lighting that you have provided for the benefit of the public. More people will be travelling home from work during darkness hours as we transition from the summer months into autumn and winter.

We have provided you with some guidance on where to look and how you should assess the lighting or need for lighting. Follow the following steps whilst making your assessment:

1. Identify hazards – the things that will cause people harm. Focus on:
    - Lighting effects (e.g. glare, colour effects, flicker, reflections)
    - Incorrect lighting provision – think about individual requirements in offices, in areas of work, walkways and dark spots on sites and the areas around the outside of any site area with a public interface.
    - Lack of or incorrect emergency lighting – temporary lighting in case of emergency/failure of main power supply
2. Decide who might be harmed and how as a result of the lighting (or lack of)
3. Evaluate the risk
4. Record your findings and implement any changes
5. Review the changes and continue to maintain and assess the lighting provision

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IMPORTANT: You may wish to undertake this assessment during hours of darkness to fully understand the lighting conditions. Ensure that you are carrying a torch are wearing the correct PPE (so that you are visible) and are not carrying out the assessment on your own, particularly in areas accessible by the public.

When assessing your lighting, consider whether it meets the following criteria:

- Allows people to notice hazards and assess risks
- Is suitable for the environment and the type of work (for example, it is not located against surfaces or materials that may be flammable)
- Provides sufficient light (for the task)
- Allows people to see properly and distinguish between colours, to promote safety
- Does not cause glare, flicker or stroboscopic effects
- Avoids the effects of veiling reflections
- Does not result in excessive differences in lighting within an area or between adjacent areas
- Is suitable to meet the special needs of individuals
- Does not pose a health and safety risk in itself
- Is suitably positioned so that it may be properly maintained or replaced, and disposed of to ensure safety

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Sites and Outside Workspaces:

Hazards	Checks	Suggestions solutions
Insufficient light for general site conditions and activities	Check for dark areas, particularly along walkways, vehicle crossing/turning points, in material storage areas and in welfare facilities. *Note: Check that lighting is in line with industry guidance (see page 27 of HSG 38) for specific task.*	Provide additional lighting in areas where there is poor lighting, shadowed areas and in areas where visibility is reduced. Additional attention should be paid to areas of increased risk such as pedestrian crossing points, taking into consideration visibility for pedestrians and drivers. Where obstructions are likely (e.g. along a road or vehicle parking area) the lighting should be positioned overhead to avoid obstruction. Note: You may need to liaise with local stakeholders to ensure that any additional lighting does not introduce another hazardous condition or impact excessively on others - particularly in areas such as the countryside with little artificial lighting.
Insufficient lighting for the public in areas around site boundary (consider pedestrians, cyclists, vehicle users and those with disabilities)	Check for dark areas along footpaths, corners with reduced visibility, heavily shadowed or unlit areas around the site boundary. Consider temporary works that are likely to change regularly.	
Insufficient lighting for the public around areas of increased risk (e.g. pedestrian crossing points)	Check areas of increased risk where pedestrians are likely to interact with vehicles.	
Lighting too bright for specific tasks	Evaluate effect of light brightness by shielding eyes with your hand and check lighting levels. Consider effects of dazzling by lighting that is too bright.	Reposition lighting, provide any bare lamps with a guard/shield and raise height of lighting above eye level. Note: Ensure lighting is still fit for purpose if any changes are made.
Lighting too dim, shadowed or blocked	Identify tasks that need lighting and assess against industry standards (see page 27 of HSG 38). Check for shadows and reflections caused by any of the lighting sources.	Consider current lighting provision and review with industry standards. Provide additional lighting or move task lighting so as to reduce shadowing.

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Offices & Interior Workspaces:

Hazards	Checks	Suggestions solutions
Insufficient lighting	Check that lighting levels are in line with lighting recommendations. Check spacing of lighting against manufacturer's data. *Note: Check that lighting is in line with industry guidance (see page 27 of HSG 38) for specific task.*	Clean lamps and lights, replace damaged or failed lamps, remove lighting obstructions, and provide localised lighting for specific tasks.
Glare, reflections and improper contrast	Check for reflected images against working area (particularly on computer screens). Locate sources of bright lighting by positioning a mirror in front of reflected image and looking at it from worker's position.	Change workstation finish from a shiny surface to matt, reposition tasking/working area, block or shield source using a guard against area of brightness.
Poorly distributed lighting	Check lighting across the area of working and in surrounding areas. Check that ceilings and wall surfaces are adequately and uniformly lit.	Decrease spacing between lights, provide additional lights, change direction of lights so more lighting can be provided without causing glare by use of reflections.
Natural light seen through windows/roof lights too bright	Check the effects of natural lighting by shielding direct view of window openings and looking at residual light striking surfaces/objects used for work (particularly computer screens)	Carry out display screen equipment assessment for anyone affected by bright natural lighting. Fit blinds/tinting to windows, move working areas away from windows.
Flicker	Check for flickering lamps, particularly in older florescent lighting tubes.	Change lamps approaching end of life.

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Emergency Lighting:

When reviewing the emergency lighting provision, you should consider the following factors:

- The lighting needs to be activated for as long as the danger exists, or until normal lighting is resumed for work activities to continue safely;
- When normal lighting fails, immediate light output is necessary. This can be acquired only from certain lamp types such as tungsten, tungsten halogen and tubular fluorescent lamps. Other lamp types take too long to reach full output;
- A mechanism is required for connecting the lamp to an alternative electrical supply when the normal supply fails;
- Necessary lighting needs to be provided in appropriate places, such as emergency exits and escape routes;
- Direction and fire exit signs need to be lit up;
- To prevent glare, emergency lights need to be mounted at least two metres above the floor but not much higher, as in the event of a fire there is always a risk of smoke reducing the light levels on the escape route;
- It is important that the lighting outside the building is adequate for safe evacuation and that the lighting itself is safe for outside use;

Emergency lighting needs to be tested and checked at regular intervals to ensure that it works properly in the event of normal lighting failure. The more hazardous the environment, the more frequently it needs to be checked. It is also important to have back-up measures in place to detect or prevent emergency lighting failure.