

## **AUE and Barbour**

The Executive has been looking at ways to bring greater benefits to its members and for some years it has aspired to creating an information bank for members to access.

This led to the investigation of resources already in the market place that we could partner with, to bring this desire to life.

Barbour has been a leading player in the market to bring information to engineers for many years. They have a number of products which met the criteria we were looking for and, after a number of discussions, we reached an agreement to purchase 10 concurrent licences to their PFM product.

This offers AUE members access to their services at an inclusive rate in their institutional membership and, in these financially challenging times, it was felt that many organisations would see this type of investment as a low priority on an individual basis.

We also hope that providing access to this sort of information during challenging times can only be of benefit.

Alongside this access to the PFM Product, Barbour will also offer a discount of up to 15% on any extension or additional products that institutions may wish to purchase.

### **What does the Service Provide?**

The service covers both hard services and soft services and aims to help people meet legislative requirements, through an extensive document library covering hundreds of information providers, peer reviewed guidance documents written by industry professionals, working tools such as factsheets and toolbox talks.

It also provides a fortnightly briefing direct to your e-mail account.

The service will provide access to the following resources:

- **Document library of over 60,000 documents**
- **33 Director level briefings**
- **30 Employee Factsheets** (the most important pieces of guidance, identifying risks and explaining control methods)
- **50 Model Policies** (these step by step documents can be individually tailored for any company or organisation to produce bespoke policies or one complete health and safety policy)
- **100 Technical guides** (for the professional, these detailed guides which are peer reviewed by industry experts, cover topics such as health and safety, fire, environment and food safety)
- **9 Brand New Guides** (getting started in PFM, Utilities, Landscaping, Repair and Maintenance, Cleaning and Hygiene Issues, Security, Contractors, Communal Areas and Leases).

- **28 Toolbox Talks** (low level training for the workforce in both PowerPoint presentation and PDF hand-out formats, allowing in-house, informal and simple training sessions to be given on the most important health, safety and environment topics)
- **5 Environmental Health Checklists** (checklists for Environmental Health Officers to help with auditing and measuring/ensuring standards. The checklists are also useful for businesses and organisations to pre-empt the expectations of auditing/enforcing officers to help guarantee that criteria can be met).
- **8 Permits to work** (supporting documentation needed in a permit to work system, where works are high risk and specific controls are required. The editable forms have space to allow a competent person to authorise certain people to do certain work at certain times)
- **Supporting documentation including forms and checklists** (produced by Barbour, the HSE, HAS and FSA, these are available in editable Word formats)
- **Access to the Barbour Suite of Webinars** (with new topics each month, the Barbour webinars invite expert speakers to broadcast live and interactive presentations).

It also covers some of the following topics:

<p><b>Environment</b></p> <ul style="list-style-type: none"> <li>☐ Carbon – emissions</li> <li>☐ Carbon reduction commitment</li> <li>☐ Energy</li> <li>☐ Recycling</li> </ul>	<p><b>Utilities</b></p> <ul style="list-style-type: none"> <li>☐ Electricity – PAT testing</li> <li>☐ Gas</li> <li>☐ Water – legionella etc.</li> </ul>	<p><b>Landscaping</b></p> <ul style="list-style-type: none"> <li>☐ Interior and exterior</li> </ul>
<p><b>Repair and Maintenance</b></p> <ul style="list-style-type: none"> <li>☐ Internal</li> <li>☐ External</li> <li>☐ Including IT equipment like photocopiers</li> </ul>	<p><b>Cleaning and hygiene issues</b></p> <ul style="list-style-type: none"> <li>☐ Food and catering</li> <li>☐ Communal areas</li> <li>☐ Toilets</li> <li>☐ Sanitising gel</li> <li>☐ Infectious disease</li> </ul>	<p><b>Catering</b></p> <ul style="list-style-type: none"> <li>☐ Vending machines</li> <li>☐ Cafeterias</li> <li>☐ Hygiene issues</li> </ul>
<p><b>Security</b></p> <ul style="list-style-type: none"> <li>☐ Alarm systems, signage</li> <li>☐ Security staff, security dogs</li> <li>☐ Threats and terrorism</li> <li>☐ CCTV and access control</li> <li>☐ Car clamping</li> <li>☐ Vehicles in transit (especially those carrying valuables and cash)</li> </ul>	<p><b>Fire</b></p> <ul style="list-style-type: none"> <li>☐ Fire detection and alarm systems</li> <li>☐ Fire risk assessments</li> <li>☐ Fire drills</li> </ul>	<p><b>Health and Safety</b></p> <ul style="list-style-type: none"> <li>☐ Contractors</li> <li>☐ Approved contractor scheme</li> <li>☐ Safety signage</li> <li>☐ Legionella, asbestos etc.</li> <li>☐ Healthy workplaces (sick building syndrome), occupational health etc.</li> <li>☐ Fire (as above)</li> <li>☐ Chemicals (storage etc.)</li> </ul>

<p><b>Construction</b></p> <ul style="list-style-type: none"> <li>☐ CDM</li> <li>☐ Repairs</li> <li>☐ Renovations</li> <li>☐ Maintenance</li> </ul>	<p><b>Contractors</b></p> <ul style="list-style-type: none"> <li>☐ Approved contractor scheme</li> <li>☐ Building and maintenance</li> <li>☐ Regular cleaning contactors</li> <li>☐ Security</li> </ul>	<p><b>Communal areas</b></p> <ul style="list-style-type: none"> <li>☐ Stairs</li> <li>☐ Lifts</li> <li>☐ Doorways</li> <li>☐ Canteens</li> <li>☐ Bins</li> <li>☐ Fire doors</li> <li>☐ Outdoor areas</li> </ul>
<p><b>Leases</b></p> <ul style="list-style-type: none"> <li>☐ landlord tenant dealings</li> <li>☐ communication with leaseholders etc.</li> </ul>		

Association of University Engineers  
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