

# WHERE DO I ACCESS MY RELEVANT LEGISLATION?

To access a piece of legislation, use the menu at the top of the page to enter your Environment or Health & Safety register.

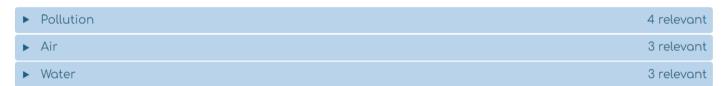


The legislation in your register is organised into chapters — some examples are shown below.

These topics help you with locating specific pieces.

Click each chapter to expand it outwards.

This will show the titles of your relevant legislation within each one. Click the title to access it.



# WHAT CAN I DO WITHIN A LEGAL ENTRY?

Each piece of legislation looks like this. The blue bars will expand outwards when clicked on.

The following information covers the function of each one.

# Environmental Protection Act 1990 (c. 43)







Departments: None Selected

This Act provides the framework for a number of different areas of environmental regulation including waste management, contaminated land, statutory nuisances and control of litter.

EXPAND ALL COLLAPSE ALL

Summary and Duties

Here you'll find a plain English summary of the legal duties, to help you understand what your organisation needs to do to be compliant.

### ▶ Updates

Any changes to the legislation, ordered newest to oldest. These are also translated into plain English. You can keep on top of these on a monthly basis using the 'New In Your Register' section under each discipline's tab in the top bar.

#### Guidance Documents

If there's any relevant guidance for this legislation, you'll find the links easily accessible in here.

## Compliance Comments

2 Comments

Here you can document how you comply with this piece of law / record any audit findings. This helps form your audit trail.

TIP - Use the Summary & Duties to help with knowing your compliance obligations.

## Compliance Actions

Create tasks for account users to address any issues identified, e.g. gaps in compliance or improvement opportunities. Actions taken can be recorded, contributing to your audit trail.

#### Attached Documents

Upload and store evidence that helps you demonstrate compliance with the legal duties.

#### Resources

Upload and store any files that support your understanding of a piece of legislation.

#### ▶ Traffic Light Status

Fully compliant

Use the drop-down menu to select the colour most representative of your current compliance status. This will give you a quick visual snapshot from your main register page and dashboard, and ensure you can maintain knowledge of your compliance status.

Aspects

Risks And Opportunities

## Objectives

28/07/2023

Pieces of legislation can be linked to other registers on our system. Any aspects, risks and opportunities, or objectives you have linked to a piece of law in those registers will also appear here.

# Review Date

Your register requires periodic evaluation. Generate an email reminder for the next time you wish to revisit a piece.

Need any further help? Get in touch using the details below.



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