

Supporting learning and development for Product Safety and Legal Metrology

Introduction

The product safety and legal metrology regulatory system must adapt to meet evolving challenges – responding to expanding international trade, the growth in online retail and the increasing rate of product innovation. It is essential that local authority practitioners have the knowledge and skills to meet the challenges of changing markets and technology – enabling them to work effectively with business to build consumer confidence in the market place.

Competence and capability is a key thread running through the Regulators' Code – there is an expectation that regulators are both technically competent but also able to work with business, leading approaches to compliance.

With this in mind, to support the activities and responsibilities of local authorities and their practitioners, the Office for Product Safety and Standards is working in partnership with CTSI who will administer and deliver Product Safety and Legal Metrology training **to local authority practitioners**.

Following an analysis of current learning and development provision and consultation with local authorities and practitioners, a seminar and series of workshops will be taking place in 2018/19. These learning and development opportunities will be offered on a free to attend basis. CTSI will be overseeing the professional and administrative aspects of the programme.



Product Safety Training Programme

The programme is built as an initial series of learning opportunities as part of a comprehensive approach to learning and development.

1. Understanding Conformity Assessment and Technical Files

A practical workshop session that will provide a refresher on the UK system that delivers safe goods to market – in particular the role of Standards and Conformity Assessment processes. It will explore in detail the requirements in respect of Technical Files and manufacturers risk assessment processes. Attendees will discover techniques for auditing and providing advice to manufacturers and importers.

Understanding Conformity Assessment and Technical Files Workshop	Venues and dates across the UK Autumn 2018
<ul style="list-style-type: none">• Aimed at existing practitioners• 2 places per local authority• Full day event providing 5 hours CPPD• Lunch and refreshments provided	<ul style="list-style-type: none">• North Lanarkshire Municipal Buildings - Kildonan Street Coatbridge ML5 3LF 26 November 2018 book here• Park Inn by Radisson – York City Centre, North Street YO1 6JF 27 November 2018 book here• The Gateway - 89 Sankey Street Warrington WA11 1SR 28 November 2018 book here• Westminster Conference Centre 1 Victoria St. London SW1H 0ET 3 December 2018 book here• Newport City Council Civic Centre, Godfrey Street, Newport NP20 4UR 4 December 2018 book here• West Bromwich Town Hall High Street, West Bromwich Birmingham B70 8DT 5 December 2018 book here

Product Safety Training Programme

2. Risk Assessment in Practice

A practical workshop session that is aimed at building on practitioners existing knowledge of risk-assessment methods and techniques. It will explore in detail techniques used by manufacturers to assess product risks before they place them on the market and risk assessment methods used by regulators to assess risks relating to corrective actions and recalls. Attendees will have the opportunity to work through scenarios to build capability and confidence in providing advice to manufacturers and importers in respect of their obligations and applying risk assessment methodologies in their regulatory activities.

Attendees will be expected to complete an online e-learning course prior to attending the session.

Risk Assessment in Practice Workshop Risk assessment specialists presenting	March 2019 - Venues and dates across the UK to be confirmed
<ul style="list-style-type: none">• Aimed at existing practitioners• Pre-requisite on-line training providing 3 hours CPPD• 2 places per local authority• Full day event providing 5 hours CPPD• Lunch and refreshments provided	<ul style="list-style-type: none">• London• West Midlands• North West• Yorkshire• Scotland• Wales

Product Safety Training Programme

3. Code of Practice on consumer product safety recalls and other corrective actions - online learning and sharing best practice workshops

Following the launch and subsequent training of the Code of Practice on recalls, an online learning resource will be available to supplement this. Details of how to access this resource will be published in November 2018.

As local authorities and businesses start to work together to implement the Code workshops will be delivered to:

- Hear from the Office for Product Safety and Standards about the new Product Safety Incident Management Plan
- Share practice on local authority approaches to product safety incident management
- Share practice on how local authorities have worked with businesses to implement the Code of Practice into their compliance systems
- Hear from businesses who have developed product safety incident plans

Code of Practice sharing best practice Workshops	Venues and dates 2019
<ul style="list-style-type: none">• Aimed at practitioners who attended the Code of Practice workshops and have practice to share and discuss with colleagues• 2 places per local authority• Full day event providing 5 hours CPPD• Lunch and refreshments provided	<ul style="list-style-type: none">• Westminster Conference Centre 1 Victoria St. London SW1H 0ET 15 January 2019 book here• Friends' Meeting House 6 Mount St. Manchester M2 5NS 17 January 2019 book here

Seminar

4. Legal Metrology and Product Safety Seminar

The seminar will provide an overview of developments in the product safety and legal metrology landscape. This will provide attendees with an opportunity to hear from the Office for Product Safety and Standards on policy, legislative, scientific and technical developments – including the Product Safety Strategy and the resources available to support local enforcement. In addition, the afternoon will be given over to training sessions to update technical knowledge and skills for practitioners.

Outline agenda:

Developments in product safety and legal metrology

- Product Safety Strategy
- Strategic Research Programme
- Policy development and new legislation
- Incident Handling – including Code of Practice on recalls
- IT, Data and Intel
- Consumer insights and campaigns

Workshop on Trading Standards Co-ordination Resources

- Learning and development
- Testing
- Standards
- Science and technical advice

Training and Development workshop sessions – four sessions with delegates able to attend two.

- Legal Metrology - New technology
- Legal Metrology - Technical updates
- Product Safety - new practices in product safety enforcement
- Product Safety - product legislation and regulating innovative products

Legal Metrology and Product Safety Seminar	Venue
<ul style="list-style-type: none"> • Seminar with training workshops to provide an overview and development update • Keynote address from the Office for Product Safety and Standards • 2 places per local authority • Aimed at managers and practitioners involved in product safety and legal metrology • Full day event providing 5.5 hours CPPD • Lunch and refreshments provided 	<ul style="list-style-type: none"> • Westminster Conference Centre 1 Victoria St. London SW1H 0ET 6 November 2018 book here

Legal Metrology Training Programme

5. Legal Metrology Programme

Building on the success of the previous legal metrology training programme, this year's programme will enable local authorities and trading standards co-ordination groups to request training from a range of options, designed to meet local needs that can be tailored to the level of expertise of delegates. Each session will be delivered over the course of a day with a practical element included.

The topics identified so far are:

- Packaged goods and average quantity
- Non-automatic weighing instruments
- Automatic weighing instruments
- Developments in software used in weighing
- Weighing equipment familiarisation for newly qualified officers
- Bulk fuel

A programme of metrology training will be published later in autumn 2018.

If your authority or region would like to access this free training and are able to assist in providing a venue to accommodate up to 12 delegates please contact email: beverleyw@tsi.org.uk