

Who is accountable on a non-domestic site, from the boardroom to the caretaker.

Duty holder — the legal accountability

- Usually the employer, or whoever controls the premises
- Assess the risk, control it, keep records, review
- A legal status, not a job title
- Cannot be signed away to a contractor

Responsible person — runs it day to day

- A named individual with authority and competence
- Their name belongs in the logbook, not a department
- Manages the written scheme of control
- Briefs and challenges contractors, doesn't just file reports

Competent person / contractor — the technical work

- Right training, knowledge and experience for the task
- Sampling, monitoring, remedial work, cleaning
- A person matched to a task, not an old certificate

The line that never moves

- ▲ Outsourcing the task never outsources the duty
- ▲ Appoint a real person, not a job family
- ▲ A full logbook with nobody accountable is the classic gap