

## Control of Noise at Work Regulations 2005 – How do I select a workplace noise consultant?

**This document is a buyer's guide to help you pick a consultant who will be able to help you understand the level of noise risk in your workplace and provide you with advice on noise control methods.**

**Making a start yourself.** Before you hire a consultant look at the [HSE Noise Topic Pack](#). This details noise control methods that you should already be using.

**What will a consultant's noise at work survey give me?** A starting point for your risk assessment. There are other issues that you will still have to deal with (for example, should you provide health surveillance and/or training to your employees?). Remember that it is up to you to act on the advice you get.

**Helpful information** - Consider issuing a tender document outlining what you expect and/or ask the consultant to sign off on the first two sections in the table on the back of this document.

**If you think there is something in the report that could cause harm to somebody's health and safety**, take your concern to the consultant. If their reply does not fix the problem, contact their professional association. If there is still a risk to health and safety as a direct result of the actions of the consultant, consider raising a concern with HSE via [their concerns page](#).

*The Health and Safety Executive provided support to the ANC, BOHS, IOA, and IOSH in producing this guidance, which is aimed at improvements within the Workplace Noise Consultancy industry. This guidance may go further than the minimum you need to do to comply with the law regarding health and safety.*

### Selecting a consultant.

You should expect **Yes** answers to the questions highlighted in **GREEN**   and hope to get yes answer to the questions in **AMBER**.

<b>You should make sure the consultant is competent to do the work</b>	<b>Yes</b>	<b>No</b>
<input checked="" type="radio"/> <input type="radio"/> Are they qualified to measure and assess workplace noise (e.g. completed IOA, BOHS or IOSH certificate/module in workplace noise assessment)?		
<input checked="" type="radio"/> <input type="radio"/> Are they a member of a professional body ( <a href="#">ANC</a> , <a href="#">BOHS</a> , <a href="#">IOA</a> or <a href="#">IOSH</a> )?		
<input checked="" type="radio"/> <input type="radio"/> If advice on control is to be provided can they show that they, or the project supervisor, have a suitable level of experience.		
<input checked="" type="radio"/> <input type="radio"/> If they have not completed a workplace noise assessment course can they otherwise show that they have suitable experience?		
<input type="radio"/> <input checked="" type="radio"/> Can they give examples of previous reports or examples of good work?		
<b>To help you complete the risk assessment you need specific details regarding your employees' noise exposure. Check the report will include:</b>		
<input checked="" type="radio"/> <input type="radio"/> What your employee's exposure levels are in relation to the action and limit values stated in the noise at work regulations.		
<input checked="" type="radio"/> <input type="radio"/> Advice on if you need to provide health surveillance.		
<input checked="" type="radio"/> <input type="radio"/> The required performance of any hearing protection you may need give to your employees and/or an assessment of existing hearing protection used.		
<input type="radio"/> <input checked="" type="radio"/> An executive summary for ease of understanding		
<input type="radio"/> <input checked="" type="radio"/> A list of practical measures that you can implement to both reduce risk posed to your employees by exposure to noise and improve compliance		
<b>You should provide suitable information to help the consultant do their job</b>		
<input checked="" type="radio"/> <input type="radio"/> Tell them if you need a noise survey or advice on control or both		
<input checked="" type="radio"/> <input type="radio"/> Give them information about the work you do, staff numbers and rolls, equipment operating and any areas where access may be difficult		
<input checked="" type="radio"/> <input type="radio"/> Issue your site safety requirements for visiting contractors (e.g. time required for induction, PPE requirements)		
<input type="radio"/> <input checked="" type="radio"/> Issue details of your existing hearing protection, " <a href="#">buy quiet scheme</a> " and <a href="#">health surveillance</a>		
<input type="radio"/> <input checked="" type="radio"/> Provide a floorplan showing the location of equipment and noisy processes		
<input type="radio"/> <input checked="" type="radio"/> Issue copies of any previous noise surveys you have had completed		

Signed

Date / /