

National General Certificate

Reference information provided, in particular web links, was correct as of 04/11/2025

Element 1 - Why we should manage workplace health and safety

About sentencing, information and videos explaining how sentences are worked out, Sentencing Council (relates to sentencing guidelines) <https://sentencingcouncil.org.uk/about-sentencing/how-sentencing-works/>

Corporate Manslaughter, Crown Prosecution Service website, <https://www.cps.gov.uk/legal-guidance/corporate-manslaughter>

Guidance on the application of Fees for Intervention (FFI), HSE47, HSE Books
<https://www.hse.gov.uk/pubns/hse47.pdf>

Health and Safety at Work: Summary statistics for Great Britain,
<https://www.hse.gov.uk/statistics/overview.htm>

Health and safety offences, Corporate Manslaughter and Food Safety and Hygiene Offences, Sentencing Council. <https://www.sentencingcouncil.org.uk/publications/item/health-and-safety-offences-assessment-of-guideline/>

Health and safety regulation ... a short guide, HSC13, HSE Books,
<https://www.hse.gov.uk/pubns/hsc13.pdf>

HSE, 'Managing for health and safety' <https://www.hse.gov.uk/managing/index.htm>

Leading health and safety at work, INDG 417 (rev 1), HSE Books,
<https://www.hse.gov.uk/pubns/indg417.pdf>

Managing for health and safety, HSG65 third edition 2013, HSE Books, ISBN: 978-0-717664-56-6
<http://www.hse.gov.uk/pubns/priced/hsg65.pdf>

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<http://www.hse.gov.uk/pubns/priced/l153.pdf>

The Construction (Design and Management) Regulations 2015, Industry guidance for Clients, produced by CONIAC, published by CITB, ISBN: 978-1-857513-89-9
<https://www.citb.co.uk/media/bwzklrv5/cdm-2015-clients-interactive.pdf>

The Construction (Design and Management) Regulations 2015, Industry guidance for Principal Contractors, produced by CONIAC, published by CITB, ISBN 978-1-85751-393-6
<https://www.citb.co.uk/media/5dgbe5ol/cdm-2015-principal-contractors-interactive.pdf>

The Construction (Design and Management) Regulations 2015, Industry guidance for Designers, produced by CONIAC, published by CITB, ISBN 978-1-857513-93-6

<https://www.citb.co.uk/media/ndlbnb5v/cdm-2015-designers-interactive.pdf>

The Construction (Design and Management) Regulations 2015, Industry guidance for Principal Designers, produced by CONIAC, published by CITB, ISBN 978-1-85751-390-5

<https://www.citb.co.uk/media/nrnns111/cdm-2015-principal-designers-interactive.pdf>

The Construction (Design and Management) Regulations 2015, Industry guidance for Contractors, produced by CONIAC, published by CITB, ISBN: 978-1-857513-91-2

<https://www.citb.co.uk/media/xsycbicccdm-2015-contractors-interactive.pdf>

The Construction (Design and Management) Regulations 2015, Industry guidance for Workers, produced by CONIAC, published by CITB, ISBN 978-1-85751-394-3

<https://www.citb.co.uk/media/oczbsxvn/cdm-2015-workers-interactive.pdf>

Using contractors, a brief guide, INDG368, HSE Books, <http://www.hse.gov.uk/pubns/indg368.pdf>

When a health and safety inspector calls, what to expect when we visit your premises, HSC14, HSE, <https://www.hse.gov.uk/pubns/hsc14.pdf>

Element 2 - How health and safety management systems work and what they look like

Guidelines for auditing management systems, ISO 19011:2018

HSE, 'Managing for health and safety' <https://www.hse.gov.uk/managing/>

ISO 45001:2018 Occupational health and safety management systems – requirements with guidance for use, International Organization for Standardization

Managing for health and safety, HSG65 third edition 2013, HSE Books, ISBN: 978-0-717664-56-6
<http://www.hse.gov.uk/pubns/priced/hsg65.pdf>

Plan, Do, Check, Act - An introduction to managing for health and safety, INDG275 (rev 1), HSE books
<https://books.hse.gov.uk/gempdf/indg275.pdf>

Element 3 - Managing risk – understanding people and process

Common topic 4: Safety culture, HSE,

<https://www.hse.gov.uk/humanfactors/assets/docs/common4.pdf>

Consulting workers on health and safety, Safety Representatives and Safety Committee Regulations 1977 (as amended) and Health and Safety (Consultation with Employees) Regulations 1996 (as amended), ACoP, L146, HSE Books, ISBN: 978-0-717664-61-0

<http://www.hse.gov.uk/pubns/priced/l146.pdf>

Emergency Procedures, HSE website guidance,

<https://www.hse.gov.uk/workplace-health/emergency-procedures.htm>

Ergonomics and human factors at work, INDG90, HSE Books,

<http://www.hse.gov.uk/pubns/indg90.pdf>

Example risk assessments, HSE, <https://www.hse.gov.uk/simple-health-safety/risk/risk-assessment-template-and-examples.htm>

First aid at work, L74, third edition (amended 2018), HSE Books, ISBN: 978-0-7176-6560-0

<http://www.hse.gov.uk/pubns/priced/l74.pdf>

First aid in work, HSE, <https://www.hse.gov.uk/simple-health-safety/firstaid/index.htm>

Guidance on permit-to-work systems. A guide for the petroleum, chemical and allied industries (HSG250) HSE Books, ISBN: 978-0-717629-43-5 <http://www.hse.gov.uk/pubns/priced/hsg250.pdf>

Human factors and ergonomics <http://www.hse.gov.uk/humanfactors/>

Human factors: Organisational change, HSE,

<http://www.hse.gov.uk/humanfactors/topics/orgchange.htm>

Human factors: Permit to work systems, HSE, <http://www.hse.gov.uk/humanfactors/topics/ptw.htm>

Involving your workforce in health and safety: Good practice for all workplaces (HSG263), HSE Books, ISBN 978-0-717662-27-2 <http://www.hse.gov.uk/pubns/priced/hsg263.pdf>

ISO 45001:2018 Occupational health and safety management systems – requirements with guidance for use, International Organization for Standardization

Leading health and safety at work (INDG417 rev 1 2013) HSE Books

<https://www.hse.gov.uk/pubns/indg417.pdf>

Managing for health and safety, HSG65 third edition 2013, HSE Books, ISBN: 978-0-717664-56-6

<https://www.hse.gov.uk/pubns/priced/hsg65.pdf>

Managing Health and Safety in Construction, Construction (Design and Management) Regulations 2015, Guidance on regulations, L153, HSE Books, ISBN: 978-0-7176-6623-3,
<http://www.hse.gov.uk/pubns/priced/l153.pdf>

New and expectant mothers <https://www.hse.gov.uk/mothers/>

Organisational culture, HSE, <http://www.hse.gov.uk/humanfactors/topics/culture.htm>

Reducing Error and Influencing Behaviour (HSG48), HSE Books, ISBN: 978-0-717624-52-2
<http://www.hse.gov.uk/pubns/priced/hsg48.pdf>

Risk assessment, A brief guide to controlling risks in the workplace, INDG163, HSE Books
<http://www.hse.gov.uk/pubns/indg163.pdf>

Specific topic 3: Organisational change and transition management, HSE,
<https://www.hse.gov.uk/humanfactors/assets/docs/specific3.pdf>

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<https://www.citb.co.uk/media/xsycbiccc/cdm-2015-contractors-interactive.pdf>

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<https://www.citb.co.uk/media/oczbsxvn/cdm-2015-workers-interactive.pdf>

Element 4 - Health and safety monitoring and measuring

Guidelines for auditing management systems, ISO 19011:2018

Investigating Incident and Accidents at Work, HSG245, HSE Books, ISBN: 978-0-7176-2827-8

<http://www.hse.gov.uk/pubns/hsg245.pdf>

ISO 45001:2018 Occupational health and safety management systems – requirements with guidance for use, International Organization for Standardization

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<https://safetyresourcesblog.wordpress.com/wp-content/uploads/2014/09/a-guide-to-measuring-health-and-safety.pdf>

Reporting accidents and incidents at work, A brief guide to the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR), INDG453 (rev 1), October 2013

<http://www.hse.gov.uk/pubns/indg453.pdf>

Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 / Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (Northern Ireland) 1997

Element 5 - Physical and psychological health

Controlling Noise at Work, The Control of Noise at Work Regulations, Guidance on Regulations, second edition 2005, L108, HSE Books, ISBN: 978-0-7176-6164-4, <http://www.hse.gov.uk/pubns/priced/l108.pdf>

Electromagnetic fields at work, A guide to the Control of Electromagnetic Fields at Work Regulations, HSG281, HSE Books, <http://www.hse.gov.uk/pubns/priced/hsg281.pdf>

Essentials of Health and Safety at Work, fourth edition 2006, HSE Books, ISBN: 978-0-7176-6179-4

Hand-arm vibration, Control of Vibration at Work Regulations 2005, Guidance on Regulations, L140, HSE Books, ISBN: 978-0-7176-6125-1, <http://www.hse.gov.uk/pubns/priced/l140.pdf>

How to tackle work-related stress. A guide for employers on making the Management Standards work, INDG430, HSE Books, <http://www.hse.gov.uk/pubns/indg430.pdf>

HSE Stress Management Standards www.hse.gov.uk/stress/standards

Managing drug and alcohol misuse at work HSE Books <https://www.hse.gov.uk/alcoholdrugs/>

Mental Health At Work: The business costs ten years on, Centre for Mental Health, <https://www.centreformentalhealth.org.uk/publications/mental-health-work-business-costs-ten-years>

Personal Protective Equipment at Work, Guidance on Regulations, L25, HSE Books, ISBN: 978-0-7176-6597-6 <http://www.hse.gov.uk/pubns/priced/l25.pdf>

Radon in the workplace: <http://www.hse.gov.uk/radiation/ionising/radon.htm#testingradon>

Tackling work-related stress using the Management Standards approach, A step-by-step workbook, WBK1, HSE Books, ISBN 978-0-7176-6715-4, <http://www.hse.gov.uk/pubns/wbk01.pdf>

Violence at work: A guide for employers, HSE Books, INDG69, www.hse.gov.uk/pubns/indg69.pdf

Whole-body vibration; The Control of Vibration at Work Regulations 2005, Guidance on Regulations, L141, HSE Books, ISBN: 978-0-7176-6126-8, <http://www.hse.gov.uk/pubns/priced/l141.pdf>

Working with ionising radiation, Approved Code of Practice and guidance, L121 HSE Books, ISBN: 978-0-7176-6662-1, <http://www.hse.gov.uk/pubns/priced/l121.pdf>

Element 6 - Musculoskeletal health

Ergonomics and human factors at work, INDG90, HSE Books,

<http://www.hse.gov.uk/pubns/indg90.pdf>

Manual Handling, Manual Handling Operations Regulations 1992 (as amended), Guidance on Regulations, L23, HSE Books, ISBN: 978-0-7176-6653-9 <http://www.hse.gov.uk/pubns/priced/l23.pdf>

Lift-truck training, INDG462, HSE, <http://www.hse.gov.uk/pubns/indg462.pdf>

Lifting equipment at work – a brief guide, INDG290(rev1), HSE,

<https://www.hse.gov.uk/pubns/indg290.pdf>

Rider-operated lift trucks, L117, 2013, HSE Books, ISBN: 978-0-717664-41-2,

<http://www.hse.gov.uk/pubns/priced/l117.pdf>

Safe use of lifting equipment, Lifting Operations and Lifting Equipment Regulations 1998, ACoP and Guidance, L113 (amendments made 2018), HSE Books, ISBN: 978-0-7176-6588-0,

<http://www.hse.gov.uk/pubns/priced/l113.pdf>

Safe Use of Work Equipment, Approved Code of Practice and guidance, L22, HSE Books, ISBN: 978-0-7176-6619-5 Safe Use of Work Equipment, ACoP and guidance (part III in particular), L22, third edition 2008, HSE Books, ISBN: 978-0-717662-95-1 <http://www.hse.gov.uk/pubns/priced/l22.pdf>

Seating at Work, HSG57, HSE Books, ISBN: 978-0-7176-1231-4,

<http://www.hse.gov.uk/pubns/priced/hsg57.pdf>

Understanding ergonomics at work, INDG90 (rev2), HSE Books,

<https://www.hse.gov.uk/pubns/indg90.pdf>

Upper Limb Disorders in the Workplace, HSG60, HSE Books, ISBN: 978-0-7176-1978-8,

<http://www.hse.gov.uk/pubns/priced/hsg60.pdf>

Working with display screen equipment (DSE): A brief guide, INDG36 (rev4), HSE Books, ISBN: 978-0-717664-72-6 <https://www.hse.gov.uk/pubns/indg36.pdf>

Workplace health, safety and welfare, Workplace (Health, Safety and Welfare) Regulations 1992, ACoP, L24, HSE Books, ISBN: 978-0-7176-6583-9, <http://www.hse.gov.uk/pubns/priced/l24.pdf>

Work with display screen equipment: Health and Safety (Display Screen Equipment) Regulations 1992 as amended by the Health and Safety (Miscellaneous Amendments) Regulations 2002: Guidance on Regulations, L26, HSE Books ISBN: 978-0-7176-2582-6, <http://www.hse.gov.uk/pubns/priced/l26.pdf>

Element 7 - Chemical and biological agents

Control of exposure to silica dust, A guide for employees, INDG463, HSE Books,
<https://www.hse.gov.uk/pubns/indg463.pdf>

Controlling Airborne Contaminants at Work: A Guide to Local Exhaust Ventilation, HSG258, second edition 2011, HSE Books, ISBN: 978-0-717664-15-3 <https://www.hse.gov.uk/pubns/priced/hsg258.pdf>

Control of Substances Hazardous to Health (COSHH), HSE, <http://www.hse.gov.uk/coshh/index.htm>

Control of substances Hazardous to health, Approved Code of Practice and guidance, HSE Books, ISBN: 978-0-7176-6582-2, <http://www.hse.gov.uk/pubns/priced/l5.pdf>

EH40/2005 Workplace exposure limits, third edition, 2018, HSE Books, ISBN: 978-0-7176-6703-1 (relates to Control of Substances Hazardous to Health),
<http://www.hse.gov.uk/pubns/priced/eh40.pdf>

Information on the Control of Asbestos Regulations 2012
<https://www.hse.gov.uk/pubns/priced/l143.pdf>

Legionellosis, World Health Organization, <https://www.who.int/news-room/fact-sheets/detail/legionellosis>

Leptospirosis (Weil's disease) – NHS, <https://www.nhs.uk/conditions/leptospirosis/>

Managing and working with asbestos, Control of Asbestos Regulations 2012. Approved Code of Practice and guidance ISBN: 978-0-717666-18-8 <https://www.hse.gov.uk/pubns/priced/l143.pdf>

Managing skin exposure risks at work, HSG262, HSE Books, ISBN: 978-0-7176-6649-2,
<http://www.hse.gov.uk/pubns/priced/hsg262.pdf>

Occupational Exposure Limits, EH40/2005, HSE Books, ISBN: 978-0-717664-46-7
<https://www.hse.gov.uk/pubns/priced/eh40.pdf>

Personal Protective Equipment at Work, Guidance on Regulations, L25, HSE Books, ISBN: 978-0-7176-6597-6, <https://www.hse.gov.uk/pubns/priced/l25.pdf>

Registration, Evaluation, Authorisation and Restriction of Chemicals (REACH)
<http://www.hse.gov.uk/reach/>

Regulation (EC) No 1272/2008 on classification, labelling and packaging of substances and mixtures (CLP), <https://echa.europa.eu/guidance-documents/guidance-on-clp>

Step by Step Guide to COSHH Assessment, HSG97, second edition 2004, HSE Books, ISBN: 978-0-717627-85-1 <https://www.hse.gov.uk/pubns/priced/hsg97.pdf>

Wood dust, Controlling the risks, Woodworking Sheet No 23, HSE,
<http://www.hse.gov.uk/pubns/wis23.pdf>

Wood dust, HSE website, <http://www.hse.gov.uk/woodworking/wooddust.htm>

Working with substances hazardous to health, a brief guide to COSHH, INDG136, HSE Books,
<http://www.hse.gov.uk/pubns/indg136.pdf>

Element 8 - General workplace issues

A guide to workplace transport safety, HSG136, HSE Books,

<http://www.hse.gov.uk/pubns/priced/hsg136.pdf>

Electric and hybrid vehicles, HSE Website, <http://www.hse.gov.uk/mvr/topics/electric-hybrid.htm>

Health and Safety in Construction HSG150, 3rd Edition, HSE Books ISBN 978-0-7176-6182-2

www.hse.gov.uk/pubns/priced/hsg150.pdf

The Construction (Design and Management) Regulations 2015, Industry guidance for Clients, produced by CONIAC, published by CITB, ISBN: 978-1-857513-89-9

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<https://www.citb.co.uk/media/oczbsxvn/cdm-2015-workers-interactive.pdf>

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Lighting at Work, HSG38, second edition 1997, HSE Books, ISBN 978-0-7176-1232-1

<http://www.hse.gov.uk/pubns/priced/hsg38.pdf>

Managing Health and Safety in Construction, Construction (Design and Management) Regulations 2015, Guidance on regulations, L153, HSE Books, ISBN: 978-0-7176-6623-3,

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Personal Protective Equipment at Work (second edition), Personal Protective Equipment at Work Regulations 1992 (as amended), Guidance on Regulations, HSE Books, ISBN: 978-0-7176-6139-8

<https://www.hse.gov.uk/pubns/priced/l25.pdf>

Safe use of lifting equipment, Lifting Operations and Lifting Equipment Regulations 1998, ACoP and Guidance, L113 (amendments made 2018), HSE Books, ISBN: 978-0-7176-6588-0

<http://www.hse.gov.uk/pubns/priced/l113.pdf>

Safe Use of Work Equipment, ACOP and guidance, L22, third edition 2008, HSE Books ISBN 978-0-7176-6295-1 <https://www.hse.gov.uk/pubns/priced/l22.pdf>

Safety signs and signals, Guidance on Regulations, L64, HSE Books, ISBN: 978-0-7176-6598-3, <http://www.hse.gov.uk/pubns/priced/l64.pdf>

Safe work in confined spaces, Approved Code of Practice and guidance, HSE Books, ISBN: 978-0-7176-6622-5 <http://www.hse.gov.uk/pubns/priced/l101.pdf>

Seating at Work, HSG57, third edition 2002, HSE Books, ISBN 978-0-7176-1231-4
www.hse.gov.uk/pubns/priced/hsg57.pdf

Slips and trips, HSE, <http://www.hse.gov.uk/slips/index.htm>

Understanding ergonomics at work, INDG90 (rev2), HSE Books www.hse.gov.uk/pubns/indg90.pdf

Vehicles at work, HSE, <http://www.hse.gov.uk/workplacetransport/index.htm>

Work at Height Regulations 2005 (as amended) - A Brief Guide, INDG401 (rev1), HSE Books
<https://www.hse.gov.uk/pubns/indg401.pdf>

Workplace health, safety and welfare, Workplace (Health, Safety and Welfare) Regulations 1992, ACOP, L24, HSE Books, ISBN 978-0-7176-0413-5 <https://www.hse.gov.uk/pubns/priced/l24.pdf>

Workplace Transport Safety - Guidance for Employers, HSG136, HSE Books, ISBN 978-0-7176-6154-1
<https://www.hse.gov.uk/pubns/priced/hsg136.pdf>

Element 9 - Work equipment

7 ways driverless cars could fail (Forbes), <https://www.forbes.com/sites/chunkamui/2016/04/08/7-driverless-doomsdays/#281914d616cf>

Buying new machinery, INDG271, HSE Books, <http://www.hse.gov.uk/pubns/indg271.pdf>

Drone safety risk: an assessment, Civil Aviation Authority, <https://www.caa.co.uk/our-work/publications/documents/content/cap1627/>

Drones offer risks, underwriting challenges, Risk & Insurance magazine, <https://riskandinsurance.com/drones-offer-risks-underwriting-challenges/>

ISO 12100:2010 – Safety of machinery – general principles for design, risk assessment and risk reduction, International Organization for Standardization

Personal Protective Equipment at Work, Guidance on Regulations, L25, HSE Books, ISBN: 978-0-7176-6597-6. <http://www.hse.gov.uk/pubns/priced/l25.pdf>

Rise of the Drones, Managing the unique risks associated with unmanned aircraft systems, Allianz, <https://www.agcs.allianz.com/content/dam/onemarketing/agcs/agcs/reports/AGCS-Riseofthedrones-report.pdf>

Safe Use of Work Equipment, Approved Code of Practice and guidance, L22, HSE Books, ISBN: 978-0-7176-6619-5 <http://www.hse.gov.uk/pubns/priced/l22.pdf>

Safety signs and signals, Guidance on Regulations, L64 HSE Books, ISBN: 978-0-7176-6598-3, <http://www.hse.gov.uk/pubns/priced/l64.pdf>

Element 10 - Fire

Dangerous Substances and Explosive Atmosphere Regulations 2002 / Dangerous Substances and Explosive Atmosphere Regulations (Northern Ireland) 2003

Dangerous Substances and Explosives Atmospheres Regulations 2002, ACOP and guidance, L138, HSE Books, 978-0-717622-00-9 <https://www.hse.gov.uk/pubns/priced/l138.pdf>

Fire Safety Risk Assessment series, Communities and Local Government Publications,
<https://www.gov.uk/government/collections/fire-safety-legislation-guidance-for-those-with-legal-duties>

Fire Safety Risk Assessment Series (Home Office publications),
<https://www.gov.uk/search/all?keywords=Fire+Safety+Risk+Assessment&order=relevance>

Fire Safety Risk Assessment - Offices and shops, ISBN-13: 978-1-851128-15-0

Fire Safety Risk Assessment - Factories and warehouses, ISBN-13: 978-1-851128-16-7

Fire Safety Risk Assessment - Sleeping accommodation, ISBN-13: 978-1-851128-17-4

Fire Safety Risk Assessment - Residential care premises, ISBN-13: 978-1-851128-18-1

Fire Safety Risk Assessment - Educational premises, ISBN-13: 978-1-851128-19-8

Fire Safety Risk Assessment - Small and medium places of assembly, ISBN-13: 978-1-851128-20-4

Fire Safety Risk Assessment - Large places of assembly, ISBN-13: 978-1-851128-21-1

Fire Safety Risk Assessment - Theatres, cinemas and similar premises, ISBN-13: 978-1-851128-22-8

Fire Safety Risk Assessment - Open air events and venues, ISBN-13: 978-1-851128-23-5

Fire Safety Risk Assessment - Healthcare premises, ISBN-13: 978-1-851128-24-2

Fire Safety Risk Assessment - Transport premises and facilities, ISBN-13: 978-1-851128-25-9

Health and Safety (Safety Signs and Signals) Regulations 1996 / Health and Safety (Safety Signs and Signals) Regulations (Northern Ireland) 1996

Health and Safety (Safety Signs and Signals) Regulations 1996, Guidance on regulations, L64, HSE Books, ISBN: 978-0-7176-6359-0, <https://www.hse.gov.uk/pUbns/priced/l64.pdf>

Introduction to fire safety, HSE <https://www.hse.gov.uk/fireandexplosion/fire-safety.htm>

Regulatory Reform (Fire Safety) Order: <https://www.legislation.gov.uk/ukxi/2005/1541/contents>

Regulatory Reform (Fire Safety) Order 2005 / Fire and Rescue Services (Northern Ireland) Order 2006 / Fire Safety Regulations (Northern Ireland) 2010 / Fire (Scotland) Act 2005 / Fire Safety (Scotland) Regulations 2006

Safe use and handling of flammable liquids, HSG140, HSE Books

<http://www.hse.gov.uk/pubns/priced/hsg140.pdf>

Storage of flammable liquids in containers, HSG51, HSE Books,

<http://www.hse.gov.uk/pubns/priced/hsg51.pdf>

Storage of flammable liquids in tanks, HSG176, HSE Books

<http://www.hse.gov.uk/pubns/priced/hsg176.pdf>

Element 11 – Electricity

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