

QUALITY

ENVIRONMENTAL

SAFETY

TRAINING

RAY'S VIEW

As I mentioned in the December Issue we have recently had Alan Aras of NQA visit for his annual audit in respect of the Quality, Safety and Environmental Accreditation, he was very pleased with what he found with little to do from his comments. I would thank all who were involved in the audit, it is through your efforts year after year that we constantly meet the required standards.

We have also had Kevin Kenny of NQA visit Walker Highways to undertake the audit there in respect of the Highways Sector Schemes for traffic management, again he was very pleased and accredited Highways for the coming year, well done to all! We have also had Walsall College visit the Sign Shop as part of the initial process of them obtaining accreditation in respect of Sector Scheme 9A for sign manufacturing. Ian and Barry at the Sign Shop are now undertaking NVQ's in Sign Manufacturing as the first part of this process. Lloyds Register visited us at the end of February and undertook the initial accreditation visit for the Water Industry Council enabling us to continue working for Clients like South Kent and Folkestone Water companies. This will be followed by Network Rail arriving in May for their annual inspection visit, also we are hoping in the coming year to commence accreditation for the lining sector scheme.

You can see from the above that for us to continue to work for existing clients and to expand into new fields it is vitally important that we continue to obtain and maintain these accreditations and approvals, clients now demand that their contractors meet required industry standards and are technically competent to undertake the contracts they offer. This involves some of our staff spending many hours completing questionnaires and providing information just to enable us to tender for a contract or similarly satisfying audit managers that we meet the required standards.

As part of our continuing process of expanding our

operational regions, we are in the process of opening sub offices in Bristol, Stafford and Southampton, hopefully these will be operational in April and we can then commence the process of trying to obtain contracts in these areas together with those operating in Lingfield, Purfleet, High Wycombe and Norwich plus our Head Office in Folkestone. This will truly make us a regional Contractor operating throughout the South and Midlands as well as East Anglia. Over the past few months we have at Walker Highways been developing our High Speed Traffic Division and they have recently been approved as contractors for Inter Route in the South East and over the coming months you will see them working on motorways and A roads in this area, well done to them.

Through the Safety Committee we are starting a campaign to raise awareness about the dangers of slips, trips and falls particularly falls from height. Chris will be issuing details and information packs in the near future and there will be a range of Tool Box Talks undertaken. Just 48 hours after agreeing on this campaign one of our members of staff slipped or tripped on site and broke his foot badly resulting in him being hospitalised for a week and at home with ankle and foot in plaster for 6 to 8 weeks, please be careful it is so easy to sustain an injury like this, and all the more reason for us undertaking this awareness campaign.

With the coming of lighter nights children will start to be about again after we leave site, please ensure that all the sites are left in a safe condition with all barriers and fences secured.

Finally I would like to thank you all for your efforts over the past month, from experience I know it is not easy to work on site during wet, cold and dismissal January Days.

*Regards
Ray Walker*

SAFETY COMMITTEE

S Norman Hollamby - 07860-543046 * Chris Gadd - 07867-552109 * J J Bowie - 07960-728054 * Mick Rapley - 077100-77712 * Paul McLean - 077100-77736 * Luke Kingsbury - 07867-535284 * Peter Rowe - 07736-149824 * Lee Walker - 077100-77735 * Jake Sparnon - 07733-127226 * Chris Arnott - 077100-77741* Steve Ryan - 07909-550782

WORKING AT HEIGHT POLICY

This policy supplements the Health & Safety Policy Statement and describes how we discharge our duties under the Work at Height Regulations 2005. Falls from height are the most common cause of fatal injury and the second most common cause of major injury to those working in the construction industry.

We will provide a safe working environment for all employees who may be required to work at height. We will achieve this by:-

- † Identifying work activities that may involve working at height.
- † Eliminating the need to work at height whenever it is reasonably practicable to do so.
- † Ensuring that, where work at height cannot be eliminated, we use the risk assessment process to evaluate & manage risk.
- † Implementing a safe system of work that will prevent falls of persons, materials & equipment.
- † Providing suitable plant and equipment to allow safe access for persons and materials.
- † Ensuring working platforms and any supporting structures are appropriate and designed in accordance with current standards.
- † Ensuring that regular inspections of all equipment required for working at height are undertaken.
- † Providing adequate information and training to ensure that only competent persons are engaged in working at height.



All personnel are responsible for ensuring that the intentions of this policy are effectively implemented on site with Site Agents ensuring necessary appropriate action is determined and actioned upon. It is the responsibility of each member of staff to:-

- † Co-operate with this policy.
- † To abide by the requirements of any systems of work designed to protect them.
- † Utilise any plant and equipment in a safe & responsible manner.
- † Report defects immediately.

Failure to comply with this policy may result in disciplinary action.

QUALITY & ENVIRONMENTAL

The first quarter of each year is always busy with audits and this year is no exception. NQA visited for four days during the period of snow and cold weather. Two site visits were made and three days spent at Folkestone. The outcome was excellent with only minor issues being raised. A full audit was also undertaken for WSS Construction Consultants and they will be receiving their own certificate in due course.

Next up was a visit by Lloyds Register QA Ltd to undertake stage one for the WIRS (Water Industry Registration Scheme) approval. This went well and we expect to pass stage one by the end of March after some small changes mainly associated with training certificates.

For the future, we will be adding to our Highways Sector Scheme approvals by including 9A for Signs and 7 for Line Marking. The Highway Sector Scheme 12A, B & D audit took place on 8th December 2008 and all went well.

Environmentally, we still need to improve site tidiness and remember to switch engines off when plant or vehicles are not in use.

Change in legislation—although this may not affect you directly the HSE have announced changes to the gas installation registration scheme. With effect from 1st April 2009 CORGI registration will be replaced by the new Gas Safe Register (operated by Capita). It will be the only gas installer registration scheme approved by HSE under the Gas Safety (Installation and Use) Regulations 1998. CORGI will no longer be recognised.

The Health & Safety (Offences) Act 2008 was amended in January 2009 to increase maximum penalties in lower courts from £5K to £30K and the range of offences for which an individual can be imprisoned has also been broadened.



Regards Norman Hollamby

SAFETY

The HSE is running it's latest **enforcement led inspection initiative in March 2009** in selected regions of the country. These inspections will focus on working at height safely, good order on site, and the risks associated with the removal of asbestos on construction refurbishment sites.

What inspectors look for when working at height

- 🚧 Avoid working at height if possible.
- 🚧 Use an existing safe place of work.
- 🚧 Provide work equipment to prevent falls.
- 🚧 Mitigate distance and consequences of a fall.
- 🚧 Instruction and training and/or other means.



What inspectors look for when assessing good order

They will look to make sure that sites are properly organised, with waste streams managed, so that walkways are kept clear of unnecessary obstructions which could cause a trip injury.

- 🚧 Segregating traffic routes from pedestrian routes.
- 🚧 Managing the procurement of materials to ensure that only the minimum amounts of materials are stored on site at any time.
- 🚧 Ensuring that everyone working on the site is aware of the site policy for managing the movement and storage of materials around the site, and the removal of waste from work areas.
- 🚧 Keeping walkways and stairs clear and free from obstructions .
- 🚧 Ensuring that footpaths are firm & level, stoned up if necessary, and gritted if icy.
- 🚧 Keeping work areas as clear as possible of unnecessary materials and waste.
- 🚧 Storing materials safely, whether in the site compound or around the site.
- 🚧 Complying with the site arrangements for the removal of waste.
- 🚧 Reporting good order problems to site management.

What inspectors look for when assessing working safely with asbestos

Before you start work on anywhere built before the year 2000, check that:

- 🚧 You are not working on asbestos-containing products.
- 🚧 For domestic premises, your boss has told you where asbestos can be found on site.
- 🚧 For non-domestic premises, you have seen the asbestos register.
- 🚧 Remember that if any asbestos product is in good condition, it should be left in place and not disturbed. High hazard asbestos products (i.e. sprayed coating, lagging, insulation and AIB) should only be worked on by a licensed contractor unless the work is of very short duration, and you have been trained.



Congratulations to Mark Franklin! Mark has the distinction of holding the highest ever score achieved in a random Birse site safety awareness test, scoring 100 out of 100. An excellent achievement!

*Regards
Chris Gadd*

AVAILABLE TRAINING COURSES

We are running the following courses and still have places available. If you would like to attend please contact your Site Agent or Supervisor.



| | |
|----------------------------|---|
| Streetworks Supervisor | 20th, 21st, 27th, 28th, 29th April 2009 |
| First Aid Appointed Person | 23rd April 2009 |
| Abrasive Wheels | 24th April 2009 |
| Fire Marshall | 30th April 2009 |
| Manual Handling | 30th April 2009 |
| Safety in Excavations | 18th May 2009 |
| Confined Spaces Initial | 8th & 9th June 2009 |

*Regards
Ann Hayes*

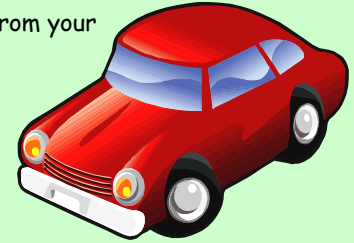
GREEN UP YOUR DRIVING!

Preparing to drive

- 🚗 Make sure that your tyres are inflated to the correct pressure. Under inflation by 7psi wastes half a gallon of fuel in every tank full.
- 🚗 Take off roof racks and trailers if they're not required.
- 🚗 Avoid short journeys, up to 61% of journeys are under two miles. A cold engine can double fuel consumption!
- 🚗 Make sure you know where you're going! Motorists waste an estimated 350,000 tonnes of fuel per year getting lost!
- 🚗 Reduce weight and fuel consumption by simply removing unnecessary items from your vehicle that do not need to be there for a particular journey.

During the journey

- 🚗 Drive smoothly! - pulling away too fast uses 60% more fuel.
- 🚗 Slow down! - driving at 70mph can use 25% more fuel than driving at 60mph
- 🚗 Think and look ahead to avoid sharp braking.
- 🚗 Change gear between 1500 and 2500 rpm - this can save up to 30% of fuel.
- 🚗 You could save up to one months worth of fuel over a year through smarter driving.
- 🚗 When the engine is idling you're wasting fuel and adding to CO2 emissions. If you're likely to be at a standstill for more than three minutes, simply switch off the engine.



Regards Andy Pilcher

Just a little reminder about hired signs. The cut off time for collecting & returning hires is 5.45pm. Please remember that we will not leave signs, cones, barrier etc... outside the gates under any circumstances. If you are unable to collect the signs by the cut off time, let us know as soon as you can on 01303 241025.

Regards Ian Watts



R ECENT CONTRACT AWARDS Include

| | | | | | |
|---|----------------------------|--------------------------|-----------------|-------------------|----------------|
| ✓ | Sussex Arms, Hastings | Seaspace | Value: £262,891 | Contracts Manager | Martin Watts |
| ✓ | Greenhithe Station | Network Rail | Value: £184,531 | Site Agent | Gary Bexon |
| ✓ | Burgoyne Sports Court | Interserve (Defence) Ltd | Value: £ 40,600 | Contracts Manager | Alan Leigh |
| ✓ | Haslemere Station | South West Trains | Value: £225,468 | Site Agent | Chris Arnott |
| ✓ | Seven Sisters Road | Kier Rail | Value: £140,774 | Senior Site Agent | Dave Otter |
| ✓ | Spexhalls Rail Bridge | Kier Rail | Value: £173,925 | Senior Site Agent | Andy Cheeseman |
| ✓ | Queenstown Road, Battersea | South West Trains | Value: £176,367 | Site Agent | Sid Skeat |
| ✓ | Culham Road Works | UKAEA | Value: £120,877 | Contracts Manager | Darryl Harvey |
| ✓ | Swanbourne Sidings | Network Rail | Value: £ 87,275 | Site Agent | Andy New |
| ✓ | Raynes Park Station | South West Trains | Value: £238,613 | Site Agent | Jon Shepherd |

CIRAS

Confidential Incident Reporting & Analysis System

For those of you who work on the railway CIRAS is an alternative way to report safety concerns that they feel unable to report through company safety channels. It is a completely independent and confidential way to report safety concerns without fear of recrimination.

You can now contact CIRAS from anywhere in the UK by calling Freephone 0800 0850 449, writing to Freepost CIRAS or texting 07507 285887 (standard text rates apply)

N EWS & VIEWS

If you wish to contribute articles to the Newsletter in respect of the core subjects - Please forward to Sue Sharman.

