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QUALITY

ENVIRONMENTAL

SAFETY

TRAINING

**RAY'S VIEW**

As the winter comes on I am sure that at some time we all look back and think about the year that is slipping by, I can well assure you that the older you get the quicker they slip.

But I am sure that when you look back you can see good and bad, it has been a difficult and worrying year for all, however, on the positive side the efforts of all our staff have kept us busy through the year with plenty of forward work and opportunities to explore in 2009, yes they have been and will continue to be particularly difficult areas of the business but hopefully we can look forward to the new year with optimism.

We continue where possible, and subject to availability, offer training and personnel development to all of our staff. If you wish to take advantage of training opportunities please initially talk to your foreman or manager, they can arrange through our Training Administrator Ann Hayes training as it becomes available, alternatively talk to Chris Gadd or Peter Rowe when they undertake the annual competency assessment.

Please remember, particularly in these Winter months, to ensure that you wear all the necessary PPE equipment in particular Hi-Vis vests they really do

make it easier for you to be seen on these dark Winter afternoons and that must be good for your safety, check the Method Statements and your Employee Handbook to see what PPE you should use for each operation you are undertaking.

You should by now have received from your Manager copies of the Medical Self Cert Form and Opt Out Form, please ensure that you complete these and return them to the office as soon as possible together with the signed receipt for your new Employee Handbook that will be issued to you shortly. We are legally required to keep this information and it is important particularly in respect of the medical details, that we have up to date information.

Early in the new year it will be auditing time again and you will see Alan Arras of NQA around the sites undertaking his annual surveillance visit to check that we continue to meet the requirements of the Quality, Safety and Environmental Standards. I am sure that you will give him every assistance should he visit your site along with Norman Hollamby.

This year more than most I wish you a Merry Christmas and a Happy New Year and hope that 2009 will be more prosperous for all of us.

*Regards Ray Walker*

**R**ECENT CONTRACT AWARDS Include



✓ Viridor, Medway	Viridor Waste Management Ltd	Value: £215,142	Contracts Manager	Martin Watts
✓ Red Cross Mitcham	British Red Cross	Value: 427,705	Contracts Manager	Alan Leigh
✓ Wat Tyler Country Park	Basildon District Council	Value: 163,277	Contracts Manager	Darryl Harvey
✓ Hoxton Station	Mansell Construction Services Ltd	Value: 228,909	Site Agent	Andy New
✓ Kingston Cycle Shelters	South West Trains	Value: £110,070	Site Agent	Jon Shepherd

**S**AFETY COMMITTEE

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



## CONTROL OF FATIGUE

This policy supplements the health & safety policy statement.

Any employee must not commence or continue work if he or she is fatigued to such an extent that their condition may prejudice his or her safety, or the safety of others.

Managers will not plan work arrangements for personnel who are fatigued or are likely to become fatigued during the work period. Managers and supervisors are authorised to prevent any employee from commencing work or continuing to work if they believe the person is fatigued.

To contribute to improved safety performance through the control of fatigue limitations on hours worked will be applied.



Employees must:-

Not work more than twelve hours in any one shift.

Not work more than 72 hours in a calendar week.

Have a minimum rest period of 12 hours between booking off and booking on for consecutive shifts.

Not work more than 13 shifts within any 14 consecutive days.

Travelling will be limited to a maximum of one hour to and from the work site where shifts are of 12 hour duration.

In respect of Rail works all work on the rail infrastructure will be in accordance with Network Rail Group and Company Standards.

In respect of Rail works working hours will be monitored in accordance with Network Rail Company Standard NR/SP/ERG/003.

Exceedence of these hours in emergency situations shall only be permitted once the risk of fatigue has been assessed and an acceptable outcome achieved.

This policy will be reviewed annually, when circumstances indicate a change is needed or when legislation is introduced that necessitates change.

The implementation of this policy is the responsibility of the Managing Director, assisted by the Safety Officer and other members of his management team.

→ DON'T FORGET!

Just a reminder to all company drivers with the cold weather and shortening daylight hours upon us the need for you to check all your lights, tyres, windscreen wipers and washers daily.

Please note that it is an offence to drive with your number plates obscured with dirt.

It is **YOUR** responsibility to make sure everything on your vehicle is in working order.

Please contact the workshop if you have any defects that need attention.

*Regards  
Andy Pilcher*



## SAFETY



Hi everybody,

You should all have seen details of a recent lucky escape involving one of our rail gangs. The incident has prompted those of us in the safety consultation group to think about how we could use this, and similar incidents, to improve safety for us all. For those directly involved, this incident highlighted the fine line between leaving work in the van, or in a box.

Not all such incidents are as life-threatening, but I'm sure we can all recall moments that caused us to take a sharp intake of breath or our hearts to miss a beat. Mostly they are forgotten about; until that is, something similar happens to someone else we know. Then we remember, and possibly regret not doing anything to prevent it happening again.

The chances of a recurrence can be greatly reduced if we could learn from each and every lucky escape. All it takes is someone to let us know what's happened and someone to figure out what can be done. I will do the figuring out if you will let me know if you notice an unsafe act or near miss. All information will be treated confidentially, if that is what you want.

Further details about ways and means of providing information will be available over the coming weeks. In the meantime my telephone numbers are:

**Office: 01303 227668 & Mobile: 0786 755 2109.**

Please call!

*Merry Christmas & a Happy New Year to you all*



*Regards  
Chris Gadd*



## QUALITY & ENVIRONMENTAL

Where did the year go? Here we are with Walker Coatings incorporated into the management system and now looking to add a new Network Rail approval to our portfolio. The Water Industry standard still has yet to be audited but the systems and training have been completed and now await a suitable contract to use for the audit. Talking of audits we are now entering the annual audit season with the first one taking place in December with NQA visiting Walker Highways to check on the Highways Sector Scheme 12A, B and D compliance.

January will see four full days used for the annual Quality, Safety and Environmental audits by NQA. This will of course include two days of site visits. The Rail Link Up audit is due early in the New Year, but as yet we have no date.

Environmental aspects become more important to consider as we do more to protect the environment. By putting emphasis on these aspects at the estimating stage means that we are able to consider, cost and plan our environmental controls at an early stage. Site audits confirm that this is working and we will continue to improve our environmental performance.

A small point on safety, when working near or over water and the use of a life jacket is required, do make sure that it has been inspected within the last year and is suitable for use.

Quality of workmanship is very good and this is borne out by the feedback we receive from our clients. Well done and keep it up. Congratulations to Steve Bailey for being awarded a certificate of compliance to the Considerate Contractors Scheme for his work at Paddington Recreation Ground.

It only remains for me to remind all site based staff that it's not too late to enter the suggestion scheme before the end of December, and to wish you all a very Happy Christmas and prosperous New Year.

*Regards  
Norman Hollamby*

*Vic, its no good  
trying to hide  
there — We can  
still see you!!!*



**F.Y.I.**

The Company Procedures have just been reviewed and will be issued to Site Agents & Managers on the 15th December. There will be an electronic copy in the public folder on the intranet for anyone to have a look at.

## 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.



PTS Initial	15th & 16th January 2009
Streetworks Operative Course	19th, 20th, 26th, 27th, 28th January 2009
Cat & Genny	21st January 2009
Site Management Safety Training Scheme	Commences 11th February 2009
PTS Initial	12th & 13th February 2009
Streetworks Supervisor Course	16th, 17th, 23rd, 24th, 25th February 2009
Contract Law	23rd, 24th, 25th February 2009
Fire Marshall	30th April 2009
Manual Handling	30th April 2009
Abrasive Wheels	24th April 2009

Happy Christmas  
Ann Hayes

## WALKER TRAINING

Training is still ticking over, although the phones have gone a little quiet, but we have had a few requests for external training including a full Street Works Supervisors course for Essex County Council in Brentwood, a Reversing Vehicles course at Dungeness for Balfour Beatty and a couple of Abrasive Wheels courses for Countrystyle in Sittingbourne.

Following requests from some various councils we ran a Traffic Management Act and Noticing course; there was such a demand we ran another the following week - attendees included:

Interoute, Serco, Jacobs, Merton County Council, Croydon Council, Canterbury CC, Shropshire CC, BT Openreach

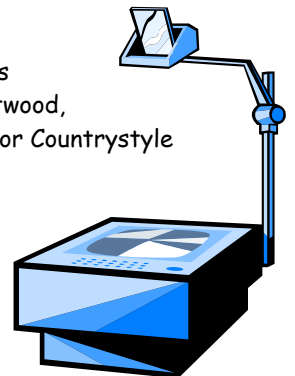
The Walker Group Exhibited at the Anglian HAUC in Newmarket on 15 October - very quiet; we will leave attending the HAUC exhibitions for a couple of years, and also at the Thames Gateway Exhibition at Excel on 26/27 November - this again was very quiet and there were not nearly as many attendees as last year.



We are looking into developing/delivering Periodic training for the Driver CPC which comes into effect from 10th September 2009.

EDF have asked for costs for various units for Street Works training (a few hundred candidates!).

Merry Christmas and a Happy New Year!  
Amanda Griffith



# CIRAS

Confidential Incident Reporting Et 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)

## NEWS & VIEWS

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

