

Q~EST Newsletter

December 2010



Front Page Employee News

The purpose of this newsletter is to provide information in relation to company Safety, Training, Quality and Environmental news.



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Ray's View

Our all too brief summer has passed away and we are moving into winter again! Please ensure that all sites are left safe and secure and all necessary lighting is in place. We do not want any accidents occurring on our sites!

We are now able to deliver Health & Safety touch screen testing from our training centres in Folkestone and Buckinghamshire. This will enable us to arrange training at dates and times to suit our requirements.

Please have a go at the word search quiz inside this issue; there are some great prizes available plus a chance to help us reduce our carbon footprint. As part of this initiative we are making this newsletter available by E-mail instead of paper copy, if you are interested please complete the attached form and return it to Sue Sharman.

I wish you all a very Happy Christmas and prosperous New Year.

Regards
Ray Walker



Recently Awarded Contracts

Lower Road, Fetcham
Carillion
Value: £105,439
Contracts Manager
Gary Bexon

Eurotunnel Surfacing
Eurotunnel Group SA
Value: £37,864
Site Agent
Kevin Peters

Pearce, Gillingham
ISG Pearce Limited
Value: £930,000
Contracts Manager
Martin Watts

QMH Car Park
The Royal Veterinary
College
Value: £250,000
Contracts Manager
Darryl Harvey

Elstree & Borehamwood
Station
First Capital Connect
Value: £614,928
Senior Site Agent
Andy Cheeseman

Oxhey Bridge
Watford Borough Council
Value: £167,407
Site Agent
Steve Bailey

CIRAS

the rail industry's confidential reporting system

For those of you who work on the railway CIRAS is an alternative way to report safety concerns that you 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 4101 101, writing to Freepost CIRAS or texting 07507 285887 (standard text rates apply)



Vibration Policy

This policy supplements the Health & Safety Policy Statement and describes how we discharge our duties under the Control of Vibration at Work Regulations 2005.

Excessive vibration levels can, if experienced over a long period of time, cause serious health problems. Therefore, it is our intention to ensure that individuals are not exposed to levels of vibration exceeding legal limits.

We will achieve this by:-

- ⚠ Reducing vibration levels at source.
- ⚠ Identifying residual sources of excessive vibration.
- ⚠ Advising staff when vibration levels are likely to exceed the exposure action value (2.5m/s²).
- ⚠ Undertaking risk assessments and identifying practical vibration reduction measures.
- ⚠ Using alternative equipment or work processes, as well as providing staff with information, instruction and training.
- ⚠ Limiting the time staff are exposed to vibration.

If it is not reasonably practicable to reduce vibration levels below 2.5m/s² then, using the steps outlined above, we will ensure that the exposure limit value is not exceeded.

Site Agents are responsible for providing suitable plant and equipment and for ensuring that systems of work that minimise exposure to vibration are implemented.

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.
- ⚠ Operate any plant and equipment in a way that will minimise exposure to vibration.
- ⚠ Report possible vibration induced health problems without delay.

Failure to comply with this policy without good cause may result in disciplinary action.



Inside this issue you will find your copy of the Company Policies Document - these policies have been reviewed and amended as necessary and have been collated into this document for easy reference. Please ensure that you adhere to these policies.



Safety Action Group

Listed below are the Safety committee members - these represent the workforce and are there to put forward any of your safety concerns or ideas for improvement

Chris Gadd ☎ 07867-552109 Lee Walker ☎ 07710-077735 Luke Kingsbury ☎ 07867-535284 Norman Hollamby ☎ 07860-543046 Paul McLean ☎ 07710-077736 Chris Arnott ☎ 07710-077741 Mick Tyrell ☎ 07710-077729 Jake Sparron ☎ 07733-127226

Training

We are planning to run the following courses:-

Fire Warden	3rd December 2010
Confined Spaces	10th December 2010
Streetworks Operative/Supervisor	9th, 10th, 13th, 14th, 17th December 2010
Streetworks Unit 002/010 (Training and Assessment)	15th & 16th December 2010



If you would like to book any spaces please contact your Supervisor or myself.



Happy Christmas!

Regards
Ann Hayes

Quality, Environmental & Safety

Well here we are nearly at the end of another year and the start of our busiest auditing period for the Company. December will see the continuation of the NHSS in the Highways section with one full day planned for NQA to visit. Then in February we have four full days when the NQA auditor will visit various sites and sections within the Company looking at Quality, Health & Safety and Environmental aspects. I don't anticipate any problems provided that site activities and records are up to their usual high standards.

We continue to gather information regarding the number of miles travelled on company business and the amount of water, gas and electricity used by the company. This will again be calculated into tonnes of carbon monoxide equivalent (CO₂e) or carbon units as they are known. This is then used to measure the carbon footprint of the company. Our aim is to reduce the amount of carbon units in response to the Government's proposals for carbon accounting in the UK under the Climate Change Act.

Further Environmental Performance Indicators are being measured as follows:-

- Environmental Incidents
- Disturbance to Protected Species
- Damage to Protected Sites
- Nuisance (noise, vibration and dust)
- Waste Management (recycled / reused)
- Water usage



This information is specifically required for Network Rail contracts and is now becoming a regular monthly report to them from each site. 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.

It only remains for me to wish you all a very Happy Christmas and prosperous New Year.

Regards Norman Hollamby



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

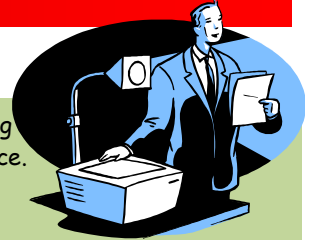
Please be aware that it is an offence to drive with your number plate obscured with dirt or drive with a dirty windscreen. Try to keep the fuel tank at least $\frac{1}{4}$ full (the chances of being stuck in traffic increases in bad weather), accelerate and decelerate slower - manoeuvring the vehicle more slowly reduces the risk of skidding as does braking hard. Try to read the road slowing down before a bend looking for areas of the road that are shaded from the sun where frost will stay longer.



Plan ahead for a safer smoother drive!

Regards Andy Pilcher

Walker Training



We have a few new members of staff at Walker Training - Sadie Evans & Sarah Walker are working at the Folkestone Office and Linda Evans is the Training Co-ordinator at our Verney Junction Office.

We had another visit from our City and Guilds External Verifier. He was happy with the way the Streetworks courses were being run and went away without issuing any actions. His next visit will be October 2011.

We are now able to offer the NVQ's associated with CPCS and are at the moment waiting approval on a partnership with West Berkshire Training who have access to some funding. We have approximately 20 candidates registered waiting to start their assessments.

Streetworks courses particularly Unit 002 & 010 are proving to be popular at the moment with Kent Hi-ways, Serco & Murphy's booking courses in November/December.

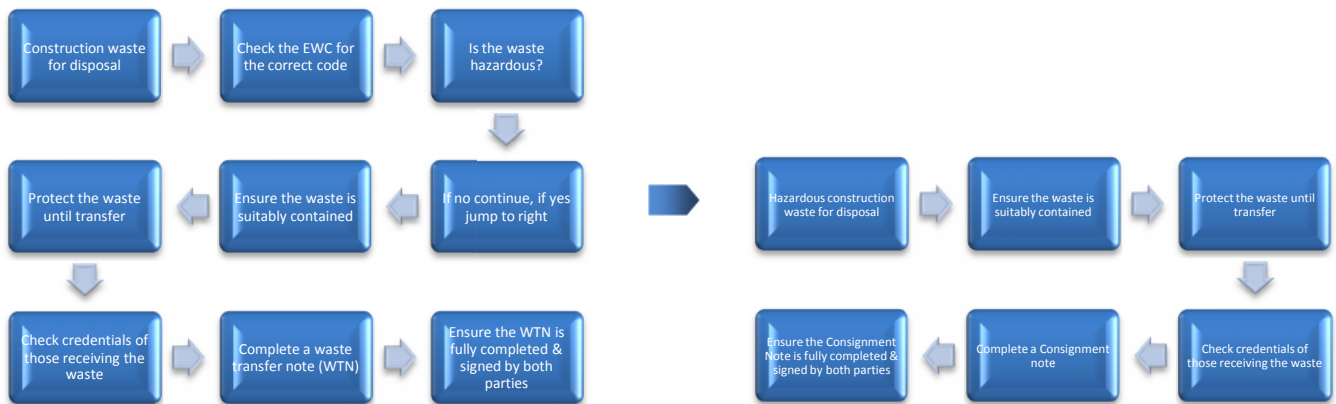
The Construction Skills Health & Safety Touch Screen Tests are now available at Folkestone and Verney Junction from 7am to 8pm Monday to Friday and 8am to 12pm on Saturday mornings.

*Regards
Lisa Davison*



Dealing With Construction Waste

The company has experienced a few problems lately because site waste has not been disposed of properly. The diagram below outlines what needs to be done to protect the company from problems during audits and the possibility of prosecutions and fines.



Everybody has a part to play where site waste is concerned. If we are to avoid further problems, it is crucial that we all do our bit to ensure the rules are followed.

Happy Christmas Everybody!

*Regards
Chris Gadd*



If there is anything you want to contribute to this quarterly newsletter please give the details to Sue Sharman - Either contact her by phone at Head Office Extn 249 or by email at sue.sharman@walker-construction.co.uk