

Q~EST Newsletter

March 2011



Front Page Employee News

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

Inside This Issue

Ray's View
 Contracts Recently Awarded
 Congratulations
 Waste Control Policy
 Training
 Safety Action Group
 Quality, Environmental & Safety
 Company News
 Walker Training
 Safety
 Reporting Safety Concerns

Ray's View

At this time we have just finished our annual review for Quality, Safety and Environmental accreditation. Alan Arras of NQA will have visited sites and offices to check procedures along with Norman Hollamby, even more so in these times it is vital that we have the highest standards for these accreditations as we have to pre-qualify for all of the tenders we price. This process does include an evaluation of all of our systems and a review of our operating procedures and completed projects, along with confirmation that the staff we are proposing to use on site meet the competency requirements for the type of work involved on the particular project we are attempting to pre-qualify for.

At any time we can be attempting to qualify for in excess of 20 projects, a time consuming and laborious process which if successful allows us to tender for the project. Once we tender for a project our success rate is about one in five in line with most of our competitors. Estimating costs amount to some 25% of our overheads and obviously we need to win our percentage of tendered projects to enable a flow of work to the sites. Within this newsletter I have included a copy of the presentation that I delivered at the Company's Annual Managers meeting which I trust you will find informative.

For those of you working in offices or fixed sites enclosed within this issue (see separate insert) are details of a tax efficient way of purchasing new bicycles should you wish to go green and cycle in. It is a very good scheme, you can obtain more details from George Miller if you are interested.

Regards Ray Walker



Landmarc Demolitions

Landmarc Support Services Limited

Value: £234,643

Contracts Manager
Paul Kingsbury

Harley Shute Footbridge

East Sussex County Council

Value: £272,992

Senior Site Agent
Andy Cheeseman

Isle of Grain Surfacing

Carillion Property Services

Value: £49,249

Contracts Manager
Martin Watts

Recently Awarded Contracts

Esher - Dorking

Carillion Highway Maintenance

Value: £67,663

Contracts Manager
Gary Bexon

Carter, Stevenage

R G Carter Projects Limited

Value: £452,890

Contracts Manager
Darryl Harvey

William Harvey Hospital

East Kent Hospital University

Foundation Trust

Value: £1,182,730

Site Agent
Kevin Peters

Churchill Gardens, Westminster

City of Westminster

Value: £128,977

Contracts Manager
Alan Leigh

Woking Station

South West Trains

Value: £332,707

Site Agent
Andy New

South West Trains Packages 1 to 5

South West Trains

Value: £375,524

Site Agent
Jon Shepherd



Big congratulations to the winners of the Eco- friendly Wordsearch competition contained within our December 2010 issue - well done to you all!

Tracey Smith - 1st Prize

Linda Preston - 2nd Prize

Rebecca Fuggle and Lisa Davison - Joint 3rd Prize

Waste Control Policy

It is the policy of the Company to ensure that its undertakings comply with current legislation and are accomplished in such a way as to ensure our Duty of Care responsibilities are fully discharged. 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. All employees have a responsibility to carry out their duties in accordance with this policy. We seek to minimise the volume of waste produced because of our works and to ensure that our waste is managed in accordance with current Government waste management strategies and protocols. We fully embrace waste minimisation schemes and adopt the following process to ensure that waste is managed responsibly.

- ♣ Reduce the volumes of waste generated
- ♣ Reuse wastes, without treatment, where possible
- ♣ Treat wastes to enable recycling or composting
- ♣ Treat wastes to enable energy recovery
- ♣ Disposal of residual wastes responsibly

This policy will be achieved by:-

1. Assessing the volume and type of waste that will be produced.
2. Establishing an effective means of waste segregation, where practical.
3. Arranging for waste to be recycled or reprocessed whenever practical.
4. Producing Waste Management plans when applicable.
5. Providing training and information to enable employees to manage waste responsibly.
6. Encouraging our clients, suppliers and subcontractors to support us in achieving the successful implementation of this policy.



Training

We are planning to run the following courses:-

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

Fire Marshall	25th March 2011
Streetworks Supervisor/Operative	31st March, 1st, 6th, 7 th and 8th April 2011
Abrasive Wheels	4th April 2011
PTS Initial	11th and 12th April 2011
Streetworks Unit - 02/010	14th and 15th April 2011
Water Hygiene	15th April 2011
Streetworks Supervisor/Operative	27 th and 28th April, 4th, 5 th and 6th May 2011



Safety Action Group

Regards Ann Hayes

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

Quality, Environmental & Safety

Into the New Year and straight into the audit season with National Quality Assurance Limited! December saw our National Highways Sector Scheme approvals for Road Marking and Sign Making renewed, whilst February was taken up with four days of annual audits for Quality, Environmental and Safety systems. All were successful and the auditor who also visited two sites was very complimentary about Walker Construction.

As yet I do not have the figures for the total miles travelled by company vehicles during 2010 but this will be reported in the next issue of Q~EST. As a policy, company vehicles are selected for purchase with consideration being given to keeping CO₂ emissions low and vehicles being "fit for purpose". Each and every driver can help reduce our carbon footprint by "considerate driving" and not making unnecessary journeys. Other small savings can be made by switching engines off when not using plant.

You may wonder why we refer to our carbon footprint more frequently these days - the answer is Government Legislation and the need to reduce our carbon emissions under the Carbon Change Act which could see us having to report CO₂ equivalent in 2013 with the prospect of mandatory reductions thereafter.

On the safety front, it came to light during one of my internal site audits that a sub-contractor on site had put his men to work without the appropriate CSCS cards for safety and no card holder for erecting tower scaffold which was in use. This serves as a reminder for site supervision to check sub-contractor's cards before allowing them to commence work!

Remember it is 'Safety First' for everyone on site!

Regards Norman Hollamby



Company News

As you will probably know there have been some recent changes to the company that have been made to streamline and improve its operation. It was important to implement changes over the last year to protect people's jobs and keep the company buoyant in these difficult times. Upon a review of the company's operations it was decided that we were working in too many diverse little pieces instead of one team. Clients were not always aware of the different services we are able to provide and only saw us as, for example, a white lining company or a road contractor. Amanda Griffith has been employed as the Business Development Manager to try and change this - to market the company so that our clients understand the full extent of our operations and also to ensure that our employees understand about each division and who does what. It is important that we all pull together and support Amanda and provide her with any leads that you think she should follow or any clients that should be approached.

The review also instigated changes within the Construction side of things - keeping the Rail Division as it is under Phil Webb's control with this division having a good year with plenty of work; incorporating the North and South sections under Pete Maddox's control as one Construction Division this is now an extremely large area under one collective and Steve Walker now being in control of the Associated Divisions - Walker Highways, WSS Construction Consultants, Star Demolition & Waste and the Water Works.

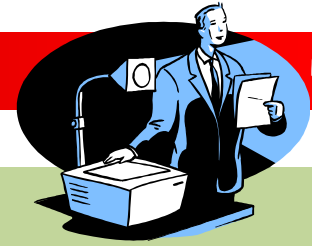
It was decided to suspend/slow down the operations of Walker Quality Homes which led to Trevor McLellan leaving the company. Changes are still possible as further ways are looked at to streamline our systems.

It is important to continue the good performance that we have on site - this is backed up by the feedback from client questionnaires where we have scored an average of 27 out of 30 throughout the year. This demonstrates a good client satisfaction rate and the site staff's efforts are appreciated in achieving this.

Walker Facilities Management

Walker Facilities Management has now been launched as a marketing/trading tool to pull together everything we do. This will offer our collective services and is aimed at Hotels and Councils - where we can offer to white line car parks, to carry out maintenance works, do electrics, landscaping works, training etc... At this stage as works come in they will be spread out amongst the appropriate divisions to manage and run through the Estimating Department - if it gets bigger we can then put resources into it and run it in its own right.





Walker Training

STREET WORKS REASSESSMENTS

In the past operatives and supervisors whose SWQR cards have expired have been able to apply for a new card without having to carry out any form of reassessment.

From 06 April 2011 onwards this will all change and operatives and supervisors will be required to successfully complete reassessment of the units of competence that they already hold before they can re-register with SWQR. The window for registration is 6 months before and 6 months after expiry of the earlier registration. If an individual fails to register their re-assessed qualifications in the six months after their current expiry date, their registration will expire and they will be required to retake the full units. Each unit will be reassessed via open book, multiple choice questions. Each question paper contains 10 multiple choice questions relating to that particular unit. The pass mark for each question paper is 8 out of 10 (80%). We will be running the re-assessments at Walker Training, Folkestone and Verney Junction and will be offering 1 day refresher training prior to the tests.

Regards Lisa Davison

Safety

BEWARE THE THINGS YOU CANNOT SEE!

Many of you are currently working on refurbishment projects of one kind or another. This type of work introduces the possibility that you could come across two of the smallest and most common hazardous materials in construction, asbestos and dusts containing silica.

❖ ASBESTOS ❖

Asbestos can be found in any building built before 2000 and is used in many different ways. Because asbestos fibres are very small (2000 times thinner than a human hair) once breathed in they stay in your lungs, eventually causing a number of particularly unpleasant, fatal diseases.

To protect your health we ensure surveys are undertaken to identify any asbestos that may be present and take steps to make certain your health is not put at risk. You will be given information about any precautions you should take but if you are uncertain about anything always ask.

Be aware however that a survey may not identify all asbestos in a building so if you come across a material you are not sure of stop work immediately and advise your foreman or site agent.

❖ SILICA DUST ❖

Silica dust is present in many building materials, including bricks, blocks, concrete and mortars. If, when working with these materials, you create dust then you are putting your health and that of those around you at risk. When breathed in the dust can cause scarring of the lungs, resulting in severe shortness of breath. Eventually the symptoms can lead to heart failure.

When silica dust is present in a material then whenever you 'work' it dust will be created at levels considerably higher than the safe maximum exposure limits; just sweeping up rubble can result in exposure at twice the recommended limits.

You should always ensure effective control measures are used, such as water suppression or dust extraction, combined with suitable RPE. Masks should be to FFP3 standard and a tight fit.

MAKE YOUR HEALTH YOUR PRIORITY!

Regards Chris Gadd

Keep Safe!

Remember to report Safety Concerns or Near Misses to your Line Manager or via our website at www.walker-construction.co.uk and by clicking on the Reporting Safety Concerns link at the top right hand corner of the web page. Works relating to the Railway can also be reported via CIRAS on Freephone number 0800-4101101, writing to Freepost CIRAS or texting on 07507-285887

CIRAS
the rail industry's confidential reporting system



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