

Q~EST Newsletter

June 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

Reporting Safety Concerns

Contracts Recently Awarded

Control of Fatigue Policy

Training

Safety Action Group

Quality, Environmental & Safety

Company News

Walker Training

Safety

Ray's View

With effect from April 1st this year we have had some changes in the directors of the company and re-allocation of certain roles and responsibilities.

Doug Hawes has retired as Chairman and Company Secretary although he will continue in a consultancy role with the company, Doug has worked for the company for over thirty years starting as a Site Administrator working his way up as Site Agent, Contracts Manager, Contracts Director and then Company Secretary and finally Chairman. In all these roles he has given an unstinting service and loyalty and is a well liked and a valuable member of our team, as well as giving me sound advice both on a business and personal level over many years and I am sure he will continue to do so in his new role.

Steve Walker has been appointed by the shareholders as Chairman with Paul King taking over as Company Secretary, Phil Webb as previously announced has been appointed Deputy Managing Director and with effect from May 1st 2011 will take over from myself as the director responsible for Safety, Environmental and Quality Matters. I will retain the responsibility for the training elements as well as being the responsible director for the Principal Contractors Licenses we need to work in the rail industry.

These changes are part of the ongoing process of restructuring the company to enable us to move forward and take on the new challenges these difficult times will bring. As you are aware we have also restructured the Buying Department over the past few months with the buyers Leanne Fagg and Dan Ambler now working directly for respectively the Construction and Rail Divisions. Andy Pilcher is now responsible for the Transport Department and Facilities Management for our buildings and offices, he also advises our Associate divisions on purchasing.

We have recently been successful in obtaining funding to undertake upskilling of our site workforce in order that you can upgrade your CSCS cards to skills categories, there is a range of trades you can upskill to provided that you have the competency in that skill. If you are interested, please contact your manager or Ann Hayes our Training Administrator.

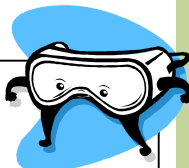
Phil Webb and Chris Gadd have various Safety initiatives they are considering, if you have any suggestions or ideas in respect of Safety or Environmental matters, please contact them or any member of the Safety Committee.

Please be Safe and watch out for your Safety and the Safety of others.

Have a Good Summer!

Regards Ray Walker

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



Recently Awarded Contracts

St Nicholas Church, New Romney
PCC St Nicholas
Value: £48,041
Contracts Manager
Gary Bexon

Carter, Stevenage
R G Carter Projects Limited
Value: £452,890
Contracts Manager
Darryl Harvey

Ashford Station - Middlesex
Volker Fitzpatrick Ltd
Value: £174,130
Site Agent
Andy New

West Hampstead Platform 1 Extension
Network Rail Infrastructure Ltd
Value: £109,166
Contracts Manager
Danny Marshall

Borden Fire Station
East Hampshire District Council
Value: £91,183
Contracts Manager
Alan Leigh

Chatham Maritime
F M Conway Limited
Value: £33,170
Senior Site Agent
Dave Otter

Montague Avenue Bridge, Luton
Luton Borough Council
Value: £92,684
Contracts Manager
Darryl Harvey

Windsor & Eton (Volker)
Volker Fitzpatrick
Value: £159,131
Senior Site Agent
Andy Cheeseman

Upminster Court
Uniserve Holdings Ltd
Value: £351,426
Contracts Manager
Martin Watts





Control of Fatigue

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.



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 Luke Kingsbury ☎ 07867-535284 Norman Hollamby ☎ 07860-543046 Paul McLean ☎ 07710-077736 Mick Tyrrell ☎ 07710-077729 Jake Sparnon ☎ 07733-127226 Craig Spence ☎ 07899-896668 Darren Fagg ☎ 07843-356378

Driving

Dangers of overloading

An overloaded vehicle not only causes damage to roads and to our vehicles but it also puts you and other road users at risk. Vehicles react differently when the maximum weight which they are designed to carry is exceeded and the consequences can be fatal. Overloading puts massive strain on vehicle tyres and makes the vehicle less stable, difficult to steer and take longer to stop. It is also illegal! VOSA employees, trading standards officers and police officers carry out random checks at the roadside to enforce overloading regulations.

Ensuring the vehicle is not overloaded is the legal responsibility of the driver. In addition to this, if anyone else causes or permits an overloaded vehicle they will also be charged with committing an offence.

The Road Traffic Act 1988 requires "Vehicle users" to ensure that vehicles are not overloaded. If a vehicle is found to be overloaded both the driver and the operator could be prosecuted. Legislation imposes fines of up to £5,000 for each offence. That's each overloaded axle plus any overloading on the total weight (on our transit and lorries that could be up to £15,000). Also, if a vehicle is dangerously overloaded the driver could face a charge of 'Dangerous Driving' which carries a penalty of up to two years in prison.

If your vehicle is found to be overloaded by an enforcement officer it can result in a prohibition notice which will prevent you from continuing your journey until the weight is corrected, and the prohibition notice removed. Overloading, unlike most law cases, has no defence and once a prohibition notice has been issued to the driver you will be fined as will the company.

Towing a trailer puts greater demands on the vehicle and the driver. You should ensure that:

- The vehicle does not exceed either the Gross Vehicle Weight (GVW) or the Gross Train Weight (GTW). The GVW is the maximum permitted weight of the vehicle (plus any load it is carrying), while the GTW is the maximum permitted weight of the vehicle plus any trailer being towed (plus any load being carried in the vehicle and trailer).
- Any load being carried in the trailer is kept as low as possible and as near to the axel.

To ensure that your vehicle is not overloaded you should:

- Know the weight limit of your vehicle. The maximum permitted axle weight and Gross Vehicle Weight (GVW) can be found on a plate which is usually located in the vehicle cab, under the bonnet, or on the chassis of trailers;
- Be careful not to mix up the GVW with the Gross Train Weight (GTW). The GVW is the maximum permitted weight of the vehicle (plus any load it is carrying), while the GTW is the maximum permitted weight of the vehicle plus any trailer being towed (plus any load being carried in the vehicle or trailer);
- Remember that the GVW includes the weight of the vehicle, driver, fuel, load and any passengers. Also allow for the weight of any packaging or pallets;
- Ensure the load is distributed appropriately to avoid overloading axles. After dropping off part of a load re-check the remaining load;
- If in doubt ensure the GVW is checked before setting out using a public weight bridge if required;
- Never automatically trust declared weights on packaging or delivery notes. Remember that you as the driver hold the responsibility for not overloading. No one else!

REMEMBER :
IF YOU HAVE ANY QUESTIONS REGARDING THE LOAD YOU ARE CARRYING OR IF YOU THINK THAT THERE IS A PROBLEM WITH THE WEIGHT OF YOUR VEHICLE, DO NOT HESITATE TO ASK YOUR MANAGER. DO NOT CONTINUE YOUR JOURNEY UNTIL THE PROBLEM IS SOLVED.



Walker Training

We successfully tendered to deliver PASMA Training for KCC staff for the next 12 months with the first course on 05 July 2011.

We have achieved accreditation from City & Guilds to deliver the Street Works Reassessment courses. The first one is scheduled for 09 June with refresher training available on 08 June. The first batch of NVQ Level 2 Plant Operations are now completed and we have received another batch of funding from M2 training for 11 candidates to be completed by the end of July 2011. Currently we are awaiting approval to deliver Construction NVQ's.

We had our annual audit visit from CSkills. They were satisfied and accredited us for a further 12 months to deliver CPCS Tests.

We are holding an Open Evening at Verney Junction on Wednesday 29th June from 4pm to 8pm
- All welcome.

Regards
Lisa Davison



Safety

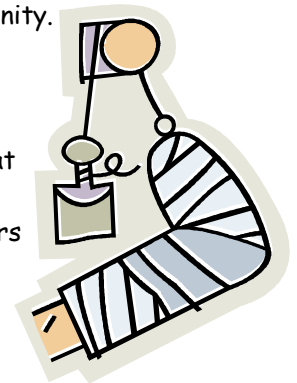
A recent 'near miss' on one of our sites has highlighted two significant issues that we all must address.

1. The incident was not reported to the Site Manager.

They only became aware of it following a telephone call from an external third party. This omission is particularly significant where we are working as a sub-contractor and do not have full control of the site. All incidents, including near misses, must be reported immediately to the person in charge of the site. They can then take appropriate action at the earliest opportunity.

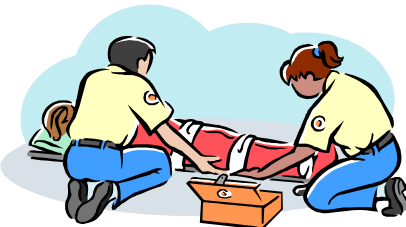
2. The incident was not reported through our near miss reporting system.

Reporting of near misses is an important way in which we can stop similar occurrences in the future. Many near misses can be prevented by simply looking at what has happened and thinking about what could be done differently next time. It doesn't matter who reports it, or how many reports are received. What matters is that it is reported.



Do yourself and your workmates a favour and report it!

ONE DAY THAT NEAR MISS WILL RESULT IN AN INJURY AND YOU COULD BE THE INJURED PERSON.



Regards
Chris Gadd



If you would prefer to receive this newsletter electronically - please let Sue Sharman know your email address and she will add you to the distribution list.

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