



Issue 12
August 2013

GHASP!!

GALLOWAY HEALTH AND SAFETY PERIODICAL



With Issue 12 we would like to welcome our new Chairman, Brian Taylor to Galloway Group Ltd.

Chairman's Message

Dear Colleagues,

I am pleased to have this opportunity to contribute to GHASP!! It is some four months since I joined the Galloway team and I remain impressed by the real commitment to Safety that I have seen.

Our clearly stated aim is for Zero accidents/incidents – in simplest terms, “no harm to people”. This simple clear target is very important to me. When discussing safety performance it is all too easy to fall into a statistical debate. We need statistics to measure our performance and to guide our improvements but we do not need a complex target. We have a clear moral, legal and business need to ensure “nobody gets hurt”. It won't happen by chance. It will take dedication, determination and hard work but I firmly believe it is achievable. Indeed, we will all know areas of our business which have worked for 1, 2, 3 or more years without hurting anyone.

Our latest analysis of quarterly performance shows 2 Reportable and 7 Recordable incidents. This cannot be acceptable to us, given our stated aims and we will all need to work to produce a significant improvement by year end.

You will read in the Newsletter of our utilisation of the “Safety Triangle” tool. You will also read of the need for full reporting of all incidents, accidents (injurious or otherwise) and near misses, if we are going to get the best out of this and other tools. Please, therefore, take time to report any incident or unsafe practice, however minor it may appear. I ask that managers and supervisors actively encourage all staff, sub-contractors and client reps to report in this way. **As leaders we will be judged by what we do, rather than what we say. We should accept that anyone in Galloway who wants to lead must lead for safety.**

As we take the Company forward over the next two or three years we want to expand our operations in Upstream Oil and Gas, Nuclear and Petrochemical sectors. These are High Hazard industries where absolute commitment to safety is demanded. We will need to continuously demonstrate our commitment.

Please examine the level of reporting within your area of influence. Please intervene as necessary.

Thank you.

Success in the last four months of 2013 – Nobody gets hurt!

Yours, *Brian Taylor*

Sub-Contractors Health Awareness



As a result of the award of 3 contracts on West Yorkshire prison sites, 11 sub-contract operatives attended a one day CITB "Health Awareness Course" on 27 June 2013. The course highlights potential hazards when working on site and provides practical advice on keeping yourself and your colleagues safe.

Contractor-of-the-Month



Congratulations to the Galloway Group Team at Grampian Prison who have been named Health & Safety Contractor of the Month by Skanska.

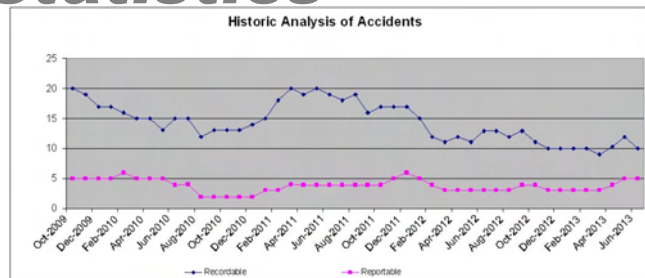
The accolade follows a very difficult, high level installation in the corridor within the Prison Services Building which involved 5.5m x 3m duct being removed and new ductwork installed.

Detailed Method Statements were drawn up to carry out the work following 'Brainstorming' sessions between Galloway Group and Skanska.

The Galloway Group Team were rewarded for their efforts and commitment with a 'Curry Night' on Wednesday 3 July and were joined by Managing Director, Jim Mathieson and Operations Manager, Steve Milne. Jim said afterwards, "Our team are a hard working, committed and skilled group and it was a pleasure to share in their success. It is excellent that they have won this recognition.

This very important job is at a key stage in its programme as Skanska drive to complete a number of areas. We will be doing everything we can to assist this drive but never risking the safety of our employees or others affected by our operations."

Statistics



The latest quarterly Accident Statistics have seen:
2 Reportable and 7 Recordable Incidents.

OUR AIM IS FOR ZERO ACCIDENTS

Electrical

Galloway Group Electrical are delighted to have been part of the award winning team at David Wilson Homes, Montgomerie Brook Irvine.

It is the second year running that Matt McGlouchlin has won a prestigious N.H.B.C Quality award in the **Pride In The Job** campaign. Our thanks go to our on site operative Mr Brian Wilson and his supervisor Jim Waddell.

Keep up the good work and lets see if we can make it a hat-trick & add other sites to our portfolio.

**“Avoid the worst,
put safety first”**

Occupational Health

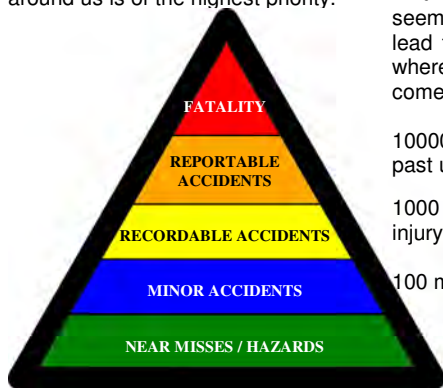
The Occupational Health programme is ongoing with the recent completion of the lung function and skin tests. August will see the start of the annual vibration checks.



The next area to undergo some research and further action will be the Electrical Division. All site based Electricians are to undergo a face-fit test for dust masks to ensure the best protection from dust whilst drilling through concrete etc.

HAZARDS & NEAR MISS

The Health and Safety of all Galloway employees and those around us is of the highest priority.



Galloway Group is utilising an industry standard tool in an effort to reduce risk and eliminate accidents and to publicise the need for interaction from all.

The system is based around the Safety Triangle (above), which demonstrates that the number of major accidents is proportional to the number of hazards. Identify and eliminate the hazards, unsafe acts and conditions and you will eliminate or at least reduce the number of accidents.

But in order to eliminate them, we need to know about them. The emphasis is therefore on making sure that ALL hazards, unsafe acts or conditions and accidents, no matter how small or insignificant they might seem, are reported, recorded and dealt with.

WHAT TO REPORT?

Anything that you think could (however unlikely it might seem) lead to an accident, no matter how minor, should be reported. It could be rubbish left on the floor causing a tripping hazard, an oil leak or spill causing slippery surfaces, a hole left uncovered on site, a loose safety railing, a fire exit blocked, someone taking shortcuts or acting the fool, worn flooring, wear and tear to equipment and tools or someone without the correct PPE. These are just examples, the list is endless.



It may be that you can deal with the hazard yourself at the time by just picking up the rubbish or mopping up a spill for example, but it should still be reported along with details of how you resolved it.

WHY REPORT IT?

All the examples mentioned might seem very minor and unlikely to lead to serious harm. But this is where the Safety Triangle theory comes in ...

10000 times people could walk past unharmed (*hazard*),

1000 might trip or slip but without injury (*near miss*),

100 might stumble and perhaps cause a bruise, sprain or minor cuts (*minor accident/recordable*),

10 could fall and perhaps cause a back injury or break a wrist (*major accident/reportable*)

BUT

1 could slip, fall and hit his head causing internal bleeding and leading to death (*fatality*)

(The figures above are not accurate and are used for illustrative purposes only).

If only the thousands that walked by had reported it, the hazard would have been dealt with, removed and the death prevented.

You are all one of those thousands; it is your responsibility to report hazards, faulty equipment, dangerous acts etc.

By keeping track of all the hazards and unsafe conditions, we can begin to build a picture of what is going on and take steps to prevent accidents **before** they happen.

HOW TO REPORT IT?

Hazard or Near Miss

The quickest and easiest way to report a Hazard or Near Miss is to complete a 'Near Miss' card and either pass it to your Supervisor or any other Manager or senior person within the company.

Near Miss cards like this are available on Notice Boards, in Factory and Site Offices, or from your Supervisor.

Minor Accident/Injury

All minor accidents such as cuts and bruises that need First Aid treatment must be recorded in the Accident Book.



In addition, your Supervisor should complete an Accident Form (above), which will be forwarded to Jill Pilkington in order to monitor and analyse accidents statistics.

Major Accident/Injury

Legally, any death or major accident/injury resulting in more than 7 days absence must be reported to the Health & Safety Executive (HSE). It is essential that the accident form above is completed as soon as possible and a Director informed of the incident.

WHAT HAPPENS NEXT?

Once a card had been received, the hazard/near miss will be investigated and any action needed will be taken. This could be as simple as removing the rubbish, some additional maintenance on a machine or, if on site, perhaps it might need reporting to our client or

the main contractor. But if management is not aware of these hazards, they cannot help to resolve them.

Please ensure all Near Miss cards are copied and sent as soon as possible to Jill Pilkington jil.pilkington@gallowaygroup.co.uk in order that anything reported is logged and monitored, building up a picture of the types of hazard and potential injuries you experience every day. If the same hazards keep recurring then it clearly shows that some action is needed to stop this before there is a serious accident.

Galloway Group's aim is ZERO accidents.

REPORT THEM