



Issue 13
November 2013

G H A S P !!

GALLOWAY HEALTH AND SAFETY PERIODICAL



ELECTRICAL

Manager's Message

Another year draws to a close and I hope all operatives are in good health.

Throughout the year the electrical installation industry has been very trying with highs & lows in work availability. As you will be aware the Aberdeen area has and is very buoyant, but Dundee and the central belt is still relatively quiet for GGL Electrical, mainly due to some low prices being submitted by our competitors.

The main item Galloway Group cannot slip up on is Health & Safety. Making sure your place of work is 100% safe is our number 1 priority.

You will be aware we use near miss cards. I have not seen many from yourselves being submitted. This is not whistle blowing but could save a life or prevent a serious injury happening on site to any fellow workmates or other trades people. Always be vigilant. Report unsafe incidents. We **will** follow these up with our clients.

I would like to take this opportunity to thank you on behalf of Galloway Group staff and directors for your constant help during 2013 and I hope Galloway Group can continue to provide constant employment going into 2014 and onwards.

Merry Christmas and a prosperous New Year.

Raymond Crawford

Awards



I would like to emphasise how pleased I was to be part of NHBC Pride in the Job campaign at Montgomerie Brook, Irvine.

This is something we all need to be part of and we must get the installation right 1st time.

Nobody likes to do snagging so lets get it down to a minimum.

Lets strive to be part of more sites that are going for any awards.

Various other awards are available. NHBC Health & Safety awards, small category sites, medium site and large site. These awards are mainly for the client's site agent, but ultimately, if the site personnel and sub-contractors do not perform diligently then the sites will not be considered for any awards.

As a company, we cannot contribute to the actual structure of the building, but we do have a large input to the Health & Safety Awards and Pride in the Job Awards.

PPE

As an employer we have a duty of care to supply standard PPE when required. At present most sites only ask for a hi-vis vest, safety boots and a hard hat. Gloves are available if required. Goggles should be used and ear defenders, if you require them, can also be supplied. No reasonable request would be turned down for any PPE if it can be demonstrated to help the health of our operatives.

PPE also available ...



Rubbish

- ALWAYS stick to walkways when going from the compound to your place of work.
- ALWAYS tidy up at the end of a shift and remove any surplus materials back to the container.
- ALWAYS place all cuttings and packaging in appropriate skips. Most sites have general waste, wood, plastic and plaster board skips. Please ensure we use the proper one as this leads to added costs if someone has to sort through and separate.



Landfill costs us all in the long run. Please recycle packaging etc.

Positives in the Year

It is now one year since Callum Cowie joined Galloway Group as supervisor in Aberdeen area and Callum has had to face some challenges, especially with labour arrangements in this area.

Ross Storrier joined the office staff in March 2013 and he is finding his feet in all aspects of the office and starting to learn the estimating side of the business.

Kevin Mathew finally completed his FICA exams and we would like to pass on our congratulations.

Jason Nouri joined Galloway Group as a 2nd year apprentice and we are delighted he has now progressed to 3rd year.

Sean Richardson has started the Adult trainee course and we are sure he will be an asset to the Electrical division.

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

Winter Working

Please take extra care during the coming winter months. Temperatures drop, but your guard should not.

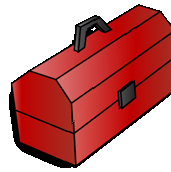
REMEMBER ...

- ✓ keep the lights, windows and mirrors clean and free from ice and snow
- ✓ do not exceed designated speed limited
- ✓ add anti-freeze to the radiator and winter additive to the windscreen washer bottle
- ✓ make sure wipers and lights are in good working order
- ✓ check that tyres have plenty of tread depth and are maintained at the correct pressure
- ✓ keep containers locked – opportunist theft is rife coming up to Christmas
- ✓ store tools safely
- ✓ look after your own and Galloway Group equipment
- ✓ if any testers are playing up, please get them to your Supervisor as we may get repairs done over the Christmas period.



Tool-Box-Talks

Throughout the year we have issued various toolbox talks ranging from traffic management to looking after company equipment.



These are for your benefit and we would welcome any input from yourselves, for any topic relating to the type of work you carry out for Galloway Group Electrical. Please remember we are all safety officers in our own right.

Negatives in the Year

The amount of silly customer cares "some of which are down to bad installation" but mainly down to faulty equipment.

Again we must reiterate; think when completing a task and recheck all cables are installed correctly.

Take 5 minutes to check and install all grills from purpose built scaffold, this negates the use of ladders (a major contributor to trips and falls) and having to seek ladder permits.

Fix all equipment as per manufacturers instructions, if in doubt ask.

DO NOT disregard manufacturers instructions.

We have had one reportable accident to the H.S.E. in the year to date, lets get this down to zero as we go forward.

We have had one disciplinary for bad workmanship this year lets make sure it was the last.

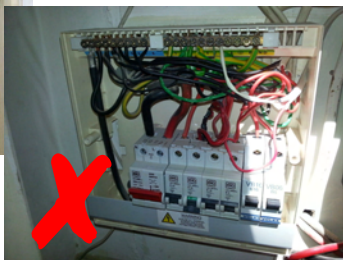
Face-Fit-Masks

Over the next few weeks the supervisors will be testing all operatives for face fit masks. The type of mask we are proposing are capable of being used for 8 hours constant unless in very extreme conditions. As electricians I cannot think of instances you would be subjected to these conditions in the course of operations GGL undertake, but I would advise using a mask when boring concrete and sweeping up, all as described in the tool box talk. Store masks safely as they are intended to be used more than once.

Safe Isolation

This is a major part of our scope of works. As the daylight is getting less each day, all clients require lights in the plots quicker. Again, Galloway Group Electrical have not changed our procedures. If you, as the competent person, can prove a circuit is not ready to energise DO NOT energise.

All parts must be made safe. If lockable consumer is being used, only terminate the circuit which is 100% complete and do not terminate any other circuit. The lock is only a deterrent but will not stop some people trying to energise all circuits. The following two pictures show a consumer unit that was done in a dwelling which one had to be redone?



When making any circuit live, be aware a lot of people on a building site do not understand the potential danger caused by Electricity.

I would be proud to say which one I would leave after I had completed. The bad one was changed.

CSCS-Cards

As you are aware if you do not have a current CSCS you can be refused entry to any site. While GGL endeavour to keep the CSCS cards in date through Jacqui in the office, please check your cards to ensure they are current.

From time to time grade cards need to be renewed, please check and ensure your grade card is current.

Please make sure you have complied with the Dundee office regarding any requests for information, for example, copy of drivers license and birth certificate. These are necessary to make sure you are eligible to drive a company vehicle and eligible to work in the UK.

General

Our clients issue safety warnings on site and through the office. Please adhere to all requests.

The main item at present is traffic management. Gates must be shut after driving onto or leaving site.

Stick to designated pathways and do not interfere with barriers.

Site tidiness is imperative and we all have to comply, just because someone else has left material lying etc.

Do not be the person who gets red carded off site for having an untidy workplace.

All and any feedback from any operative would be greatly appreciated of how GGL Electrical can improve Health & Safety on all our sites.