

Safe & Sound at Work!

Tell employees about health and safety and they'll know about it . . .
. . . **Involve them and they'll understand!**

Worker involvement in health and safety is simply a two-way process where you and your employees:

Talk to one another

Listen to one another's concerns

Raise concerns and solve problems together

Seek and **share** views and information

Discuss issues in good time

Consider what everyone has to say

Make decisions together

Talking to, listening to and involving your employees in all matters which affect their health and safety at work e.g. risk assessments and operating procedures, helps to:

make your workplace safer

improve performance

raise standards

gain trust and respect



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WORDSEARCH!

G R H N L L M K L H Q C J Y H
 R L L J V K R Z Q R J K Y M C
 Z L N C A S T O R S F T N P W
 R L N K Y T R T L B I G O V T
 R L N Z C P K R P L C S I Y S
 X T W P Z O L X I Y T V T Q E
 A W H Y P M T B N U L L A Y R
 Y R L L M D A T R N C U T R K
 R T M T M T K E U Y J M S N C
 R F T R S Z H N T B P B K Y A
 Q G F U E Q M T Y F Y A R C B
 K K J Y B S W K N B D R O H V
 L D R F Y N T T X N D T W D B
 A D K L N E L O H E E N K W K
 M U S C U L O S K E L E T A L

Hidden words

- Workstation
- Musculoskeletal
- Lumbar
- Knee hole
- Castors
- Buttock
- Backrest
- Armrest
- Adjustability
- Plus 10th hidden word!

QUESTION TIME!

1. What does PPE stand for?
2. What does work at height mean?
3. What is a health and safety law poster?
4. When does a company need to write down a health and safety policy?
5. What are the three main parts in a health and safety policy?

ANSWERS

1. Personal protective equipment.
2. When you have the potential to fall, either from a raised platform or down a hole.
3. The poster should be on show and includes basic health and safety information and lets people know who is responsible for health and safety in your workplace.
4. If the company employs 5 or more people.
5. The statement of intent, organisation, and the arrangements make up a health and safety policy.

Title/Subject	Progress	Refer
<p>Pipelines safety regulations 1996 amendments</p>	<p>The Pipelines Safety Regulations (PSR) 1996 provide for the management of pipeline safety and apply to all pipelines in Great Britain and to all pipelines in territorial waters and the UK Continental Shelf. Full amendments of these regulations can be found on the HSE website</p>	<p>ed@courtley.com</p>
<p>The Docks (Amendment) Regulation 2011</p>	<p>To remove the requirement of a certificate confirming the safety of a vessel to transport a person at work to or from any working place in dock premises</p>	<p>dean@courtley.com</p>
<p>Legislative Reform (Contained Use of Animal Pathogens) Order 2010 (LRO)</p>	<p>The legal reform order will extend the general purposes in HSWA to protecting against risks to animal health arising from work with animal pathogens</p>	<p>graham@courtley.com</p>

Scissor Lift

JLG 400 & 500RTS Scissor Lift Safety Features

The JLG 400 & 500RTS scissor lifts are equipped with an oscillating axle which allows the machines to be driven on uneven ground with the platform in the transport position. As soon as the platform is raised out of the transport position the oscillating axle should lock preventing further rotation of the oscillating axle. This functions by a plunger valve (the oscillating axle lockout valve) mounted on the chassis being released under spring pressure, preventing further rotation of the oscillating axle. The position of the oscillating axle lock out valve is shown in figure 1.

The scissor lifts are also equipped with a lift/drive cut out limit switch (Figure 2.) which both:

- i. Prevent the platform being lifted above 6.7m (500RTS) and 8m (400RTS) unless the stabilisers are deployed.
- ii. Prevent the scissor lifts being driven if the platform is above 6.7m (500RTS) or 8m (400RTS) or when the stabilisers are deployed.

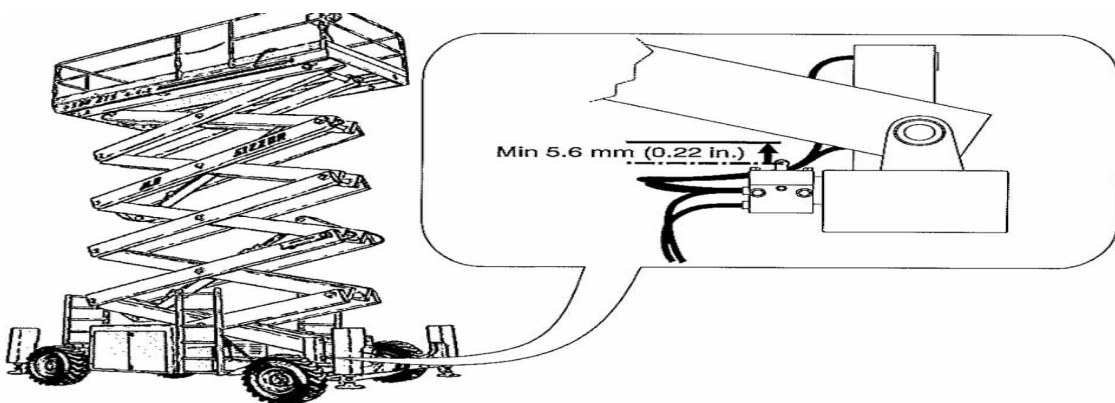


Figure 1. 500RTS scissor lift showing position of oscillating axle lock out valve



Figure 2. 500RTS 6.7 m Lift/Drive interlock limit switch location

Safety Alert!



JLG 400 & 500RTS Scissor Lift Overturns

Following a review by HSE into the circumstances of three fatal accidents within a 4 year period in Europe, all of which involved the overturn of a JLG 500RTS scissor lift, it has been established that in all three cases:

- i. The oscillating axle lockout valve failed as the platform was raised, and,
- ii. The lift/drive interlock system did not work allowing the platform to be elevated above 6.7m without the stabilisers being deployed. In addition, in at least one of the three overturns, the scissor lift was also driven with the platform above 6.7m which should not be possible.

In each of the three cases this resulted in the scissor lift becoming unstable in use resulting in them overturning and killing the occupants.

In two of the three overturns the oscillating axle lockout valve plunger was found to be seized in the down position as a result of corrosion also the oscillating axle valve switch was described as being stuck and non operational.



Actions required:

- Owners of JLG 500RTS or 400RTS scissor lifts should ensure that the oscillating axle lockout system and the lift/drive cut out switches are checked for correct functioning before the machine is next used, and thereafter, as advised by the manufacturer.
- Complete daily inspections and function testing of the oscillating axle lockout system and the lift/drive limit switch.
- Obtain an updated operators and safety manual numbered #3120828 and keep with the machine. This can be found on the JLG website.

Which PPE for Me?

Are there ways (other than personal protective equipment) in which the risk can be adequately controlled, e.g. engineering controls as PPE is used as a last resort.

Assessing Suitable PPE

Carefully consider the different hazards in the workplace. This will enable you to assess which types of PPE are suitable to protect against the hazard and for the job to be done. Consider the following when assessing whether PPE is suitable:

- Is it appropriate for the risks involved and the conditions at the place where exposure to the risk may occur? For example, eye protection designed for providing protection against agricultural pesticides will not offer adequate face protection for someone using an angle grinder to cut steel or stone.
- Does it prevent or adequately control the risks involved without increasing the overall level of risk?
- Can it be adjusted to fit the wearer correctly?
- Has the state of health of those who will be wearing it been taken into account?
- What are the needs of the job and the demands it places on the wearer? For example, the length of time the PPE needs to be worn, the physical effort required to do the job and the requirements for visibility and communication.
- If more than one item of PPE is being worn, are they compatible? For example, does a particular type of respirator make it difficult to get eye protection to fit properly?

Train and instruct people how to use it properly and make sure they are doing this.



Courtley Notice Board



Have you got your MAC?

Principal contractors are now asking if you've done your Manual Handling Assessment Chart (MAC) before carrying out any manual handling tasks on site. Make sure you book on the next available manual handling training course to find out more!

We are delivering a PASMA course on 17th February, but hurry as there's only 3 places left!

(SSSTS)
21 & 22 Feb
or 15 & 16
March.

Last few days to book SMSTS starting 2nd February, or book to start on March 4th!

Manual handling training!
30th March
Book now before it's full.

For more info, or to book contact Emma or Ann on
0870 300 8174

visit our website to check our course schedule!
www.courtley.com

PAT Testing

Q Do I need to PAT test my electrical equipment?

- Darren

A Hi Darren,

Although PAT testing is not a legal requirement, you have a duty of care to provide safe and suitable electrical equipment to your employees and the best way to do this is by PAT testing. The frequency of tests differ because of the environment it is in and what equipment you are testing. For example, IT equipment in an office could be tested every 24 months, where as equipment such as drills on a construction site should be tested every three months. This is because equipment on construction sites is more likely to become broken/faulty due to the robust working environment. The results of your PAT testing should be recorded in a register for future use.

Notification of a Construction Site

Q When does the HSE need to be informed of a project being built?

- Ashley

A Hi Ashley,

You must notify HSE of the site if the construction work is expected to either:

- i. last longer than 30 days; or
- ii. involve more than 500 person days of construction work;

The form to be submitted to the HSE is called an F10 and can sent electronically, faxed or posted.



success is no accident