

**BUILDING
FUTURES**



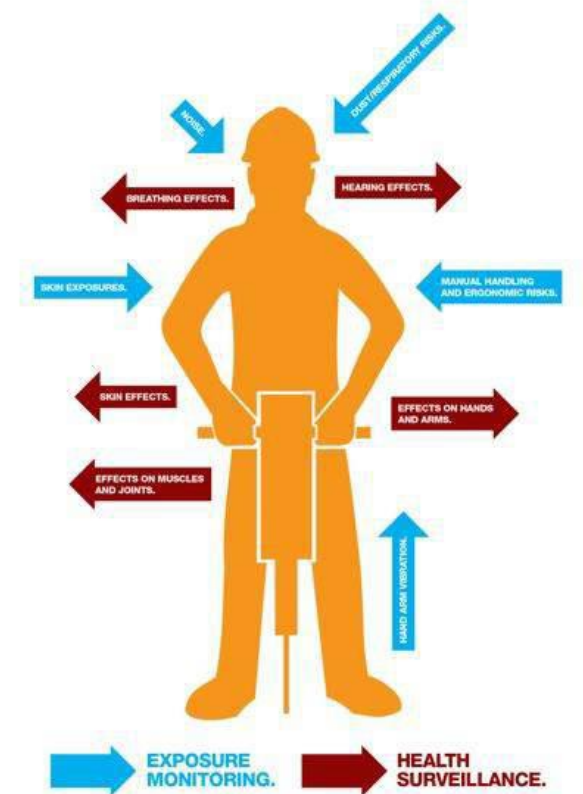
CCG

Occupational Health Programme



- Follow on from HSE Presentation Nov 2014
- Susan Donnelly and Adele Tinkler
- Contractors Perspective
- This is about the journey we started on.

MEASURING OCCUPATIONAL HEALTH RISKS.



Health & Safety



BACKGROUND

- Established 1974
- Privately owned
- Diverse group structure



■ CONSTRUCTION

■ DEVELOPMENT

■ OSM

■ WINDOWS + DOORS

■ ASSET MANAGEMENT

■ ROOFING + RENDER

■ FLOOR COVERINGS

■ iQ LAB

BACKGROUND

- 652 staff
- Large contingent of direct employees in key trades
- Vibrant apprenticeship programme: 10-20 new starts each annual intake
- Proactive staff development & training

- 113 Joiners
- 86 Bricklayers
- 106 Plumbers
- 19 Plasterers
- 35 Roughcasters
- 11 Floor Coverers
- 4 Glaziers
- 4 Ceramic Tilers
- 5 Roofers
- 97 General Labourers



HSE Intervention

- **Athletes Village**
- **City Legacy Contractors**
- **Adele Tinkler & Murray Provan**
- **Requirements**
- **Expectations**
- **Comparison and Exchange of Good Practice**



Why ?

- **Legal Reason**
 - Have to!
- **Moral Reason**
 - Should do!
- **Business Reason**
 - Must do!





Health & Safety

Review of Current Practices



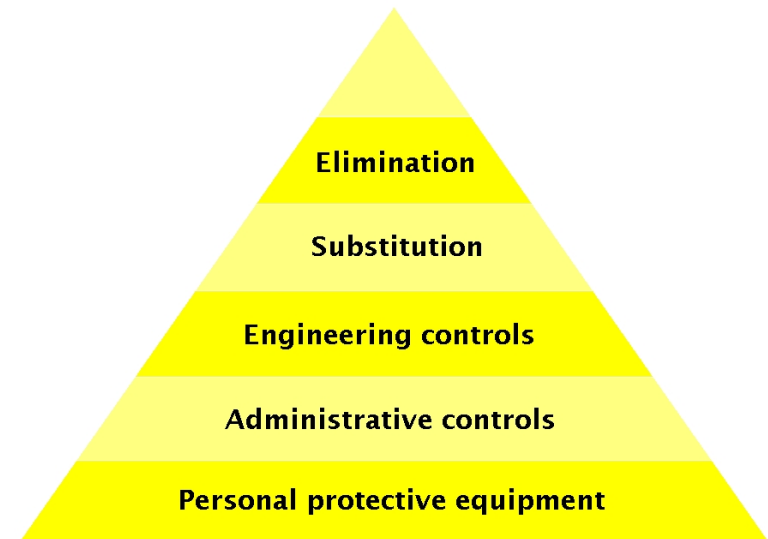
- Set up Working Group
- Representative of Workforce
- Category Breakdown
 - Manageable Chunks
- Review, Discussion & Decision
- Review of Risk Assessments
- Absence Management

Dust
Vibration
Noise
Skin Disorders
COSHH
Manual Handling
Sun Exposure
DSE
Asbestos
Drugs & Alcohol
Mental Health

Hierarchy of Control



- **Elimination**
 - **Factory Process**
- **Substitution**
 - **Less Hazard Substance**
- **Engineering Controls**
 - **Site Control at Source**
- **Administration Controls**
 - **Job Rotation**
- **PPE**
 - **Suitability**





Risk Assessments



- Was Safety Heavy
- Supplemented Health Considerations
- Put Health Issues First
- RAMS Briefings

CCG Division			Contracts Division			
Trade			General Operative (inc Coring)			
Ref:	CCG-RA-003a		Assessor	Andrew Blair – GHSMgr	Date	5/5/12
Activity	Hazard	Who at Risk	Risk Evaluation	Control Measures	Residual Risks	
Carrying Materials into properties	Manual Handling	General Operative	Moderate Risk	Materials to be broken down in to sizes and weight to minimize manual handling risk. Heavy objects to be assessed and to be carried using multi-person lift. Operative to use safe lifting techniques and to minimize awkward lifting, twisting and bending.	Tolerable Risk	
Storage of Materials	Collapse of Material	General Operative Tradesmen Residents General Public	Moderate Risk	Materials to be neatly stored in safe areas. Stacked and secured to prevent the collapse of materials. Materials to be stored in secure areas when not in use.	Tolerable Risk	
	Tripping over materials		Substantial Risk	Walkways and pathways should be avoided for storage of materials. If they are to be used then materials must be stored neatly, be highlighted and protected from public contact.	Tolerable Risk	
General Housekeeping	Dust Inhalation	General Operative Tradesmen Residents General Public	Intolerable Risk	Operatives must clear up using vacuums rather than brushes to minimize the generation of dust. Operatives must wear RPE Mask to FFP3 protection.	Tolerable Risk	
	Tripping over materials/waste		Substantial Risk	Operatives must maintain a high level of Housekeeping to prevent the risk of operatives or the general public from tripping over materials or waste.	Tolerable Risk	

CCG-RA-003a – General Operative

Contracts Division

Date 5/5/12

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Dust

- **Factory Production**
- **Pre-cut Materials**
- **Portable Dust Extraction Unit**
- **Water Dust Suppression System**
- **Cutting Enclosures (with Superior RPE)**
- **“Lose the Broom” – use the Vacuum.**
- **Face Fit Testing**
- **Selection/Suitability of RPE**



Vibration

- Training for SHE Dept
- Use non-hand held system
- Selection of Equipment (Manufacturers Data)
- Testing of Equipment (Vibration Magnitudes)
- Assessed Activity for trigger times
- Monitored Personal Exposure (HAVI-Meters)
- Person-Activity Training
- Job Rotation



HSE Health & Safety Executive

HAND-ARM VIBRATION EXPOSURE CALCULATOR Version 4.3 January 2014

Tool or process name	Vibration magnitude m/s^2 r.m.s.	Exposure points per hour		Time to reach EAV 2.5 m/s^2 A (8)		Time to reach ELV 5 m/s^2 A (8)		Exposure duration		Partial exposure		Total exposure points
		hours	minutes	hours	minutes	hours	minutes	hours	minutes	m/s^2 A (8)	points	
Tool or process 1	10	200	30	2	2	15	1.8	50				
Tool or process 2	6	72	1	23	5	33	8.5	1.5	36			
Tool or process 3	3.5	25	4	5	16	20	1	30	1.5	37		
Tool or process 4												
Tool or process 5												
Tool or process 6												

☒ Lock Tool or process names

Instructions for use:
 Enter vibration magnitude and exposure durations in the white areas
 To calculate, press <Enter>, or move the cursor to a different cell
 The results are displayed in the yellow areas
 To clear all cells, click on the 'Reset' button
 Tick the 'Lock tool or process name' check box to prevent 'Reset' clearing these cells
 For more information, click the 'Help' button

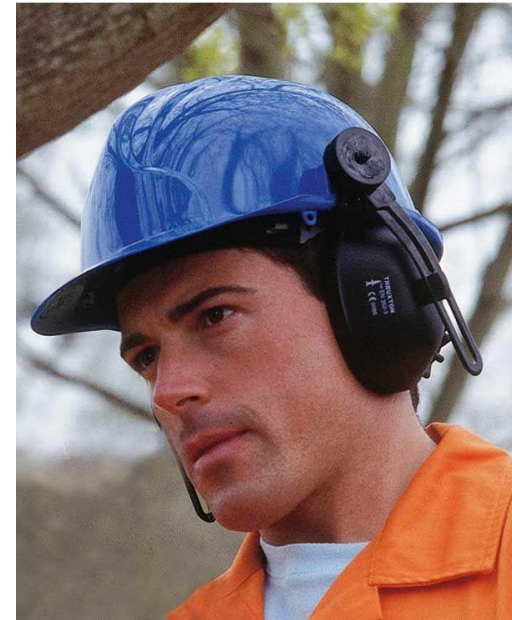
Daily exposure
 m/s^2 A (8)
 2.0

Total exposure points
 123

WARNING: Exposure at or above 25 m/s^2 A (8) EAV (100 points)

Noise

- Noise Surveys
- Off Site Assembly
- Selection of Equipment
- Employee Awareness of Noise Levels Generally
- Indicative Noise Levels of Equipment/Activities
- Suitability of Hearing Protection
- Training for use of PPE



Skin Disorder

- Off Site Manufacture
- Substitution of Substance
- Mechanical Application
- Awareness Training for those exposed
- Selection and Suitability of PPE
- Welfare and Cleanliness



COSHH

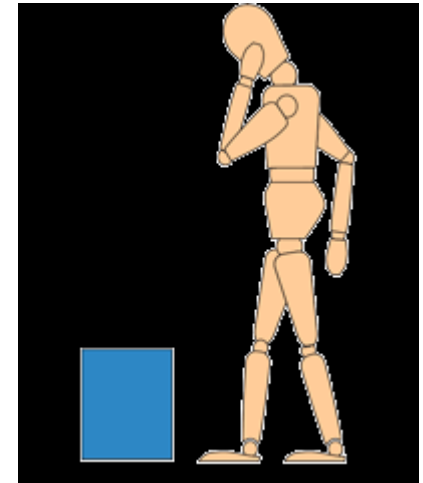
- Review of current COSHH Assessments
- Trade COSHH Summary Sheets
- Specific Substance Briefing
- COSHH Awareness Training
- Storage of Substances
- Review of Selection & Suitability of PPE



Manual Handling



- **Eliminate MH – Off Site Manufacture**
- **Manual Handling Assessments**
- **Mechanical Lifting**
- **Manual Lift Planning**
 - Multi-person lift
 - Lifting Aids
- **MH Training**



Sun

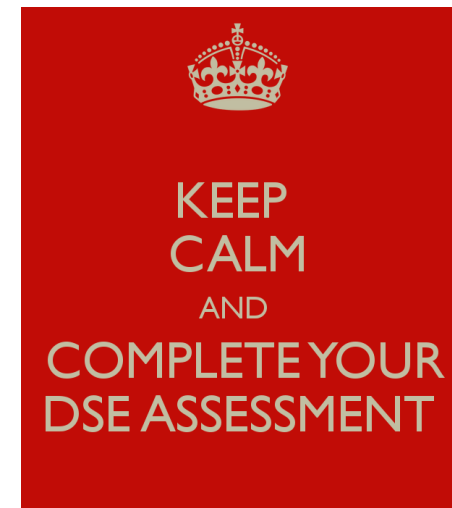
- Awareness Information
- Tool Box Talks
- Enforcing no “Taps Aff”
- Provision of Sun-Block or encouragement of use of own products.
- Posters/Leaflets, etc.



Display Screen Equipment



- Inclusion of Office Based Staff
- Work Station Layout
- DSE Assessor Training
- Office Work Equipment
 - Seats
 - Foot Rests
 - Monitor Stands
- Information & Training
 - Alternating DSE work with “other work”



Asbestos

- Review of Protocols already in place.
- Survey procedures, interpretation & communication
- Formal Asbestos Awareness Course.
- Site Specific Briefing at Induction Stage
- Competence (Licensed) Asbestos Removal Contractors



Drugs & Alcohol

- Drugs & Alcohol Policy
- Posters, Leaflets, etc
- D&A Testing
- Information
- Referral to Support Services



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Mental Health Awareness



- Posters
- Leaflets
- Contact Details for Support Sources
- Support to Employees
- Absence Management



Depression	3%
Anxiety (Stress)	5%
Mixed anxiety and depression	10%
Phobias	3%
OCD	1.3%
Panic disorder	1%
Post traumatic stress disorder	3%
Eating disorders	2%

Health & Safety

Occupational Health Provider



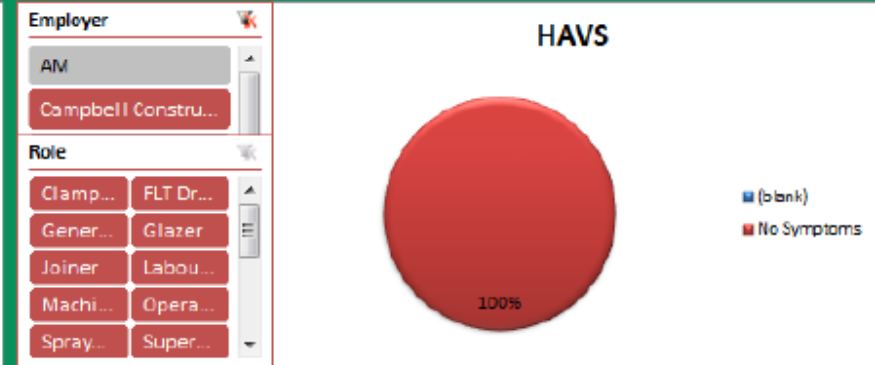
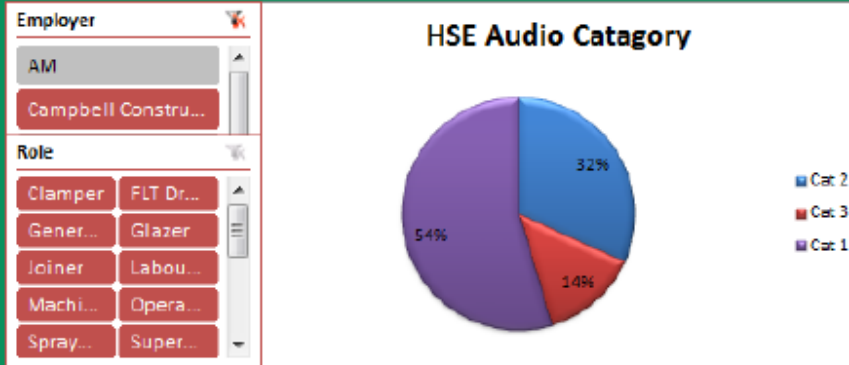
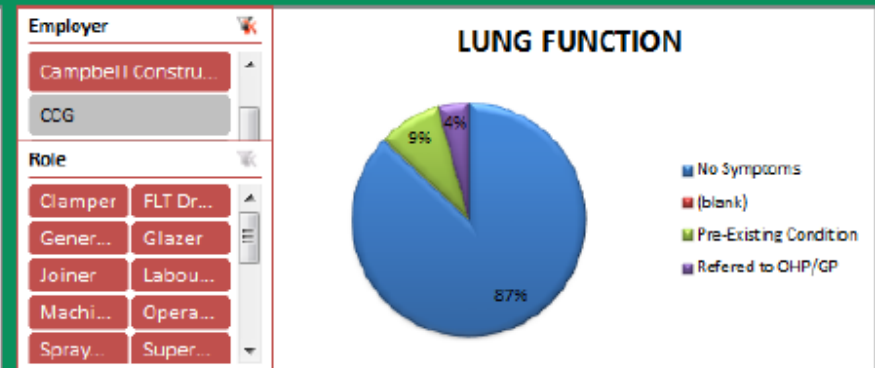
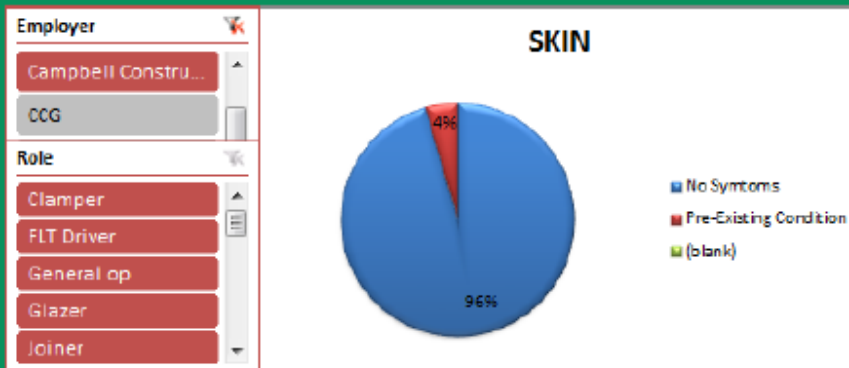
- **Changed OH Provider**
- **Established Surveillance Programme**
- **30 Days a year**
- **15 Employees a day**
- **Including Nightshift**
- **Direct Cost £10,000**
- **Indirect 3x**



Health Surveillance Session



- Lung Function



New Start Health Screening



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- New Start forms includes confidential disclosure of medical conditions.
- Commitment to have new start through Health Surveillance within 3 months of starting

SITE OPERATIVE RECORD SHEET		
Contract Name		Site Manager
Full Name		Date of Birth
Home Address		
Trade/Occupation		
Company Employed by		
Company Address		
Emergency Contact Name		Relationship
Emergency Contact Number		

TRAVEL TO WORK INFORMATION		
How did you travel to work	Approx Distance	Approx Time to travel to work

Reasonable physical fitness is necessary on a construction site. It is therefore important to be accurate with your answers. This form is designed to help assess your ability to perform the work you are asked to undertake at this site. Please check the relevant box for each of the following questions and sign at the bottom of the page.

DO YOU SUFFER FROM ANY OF THE FOLLOWING MEDICAL CONDITIONS?	Yes	No
1 Do you or have you ever suffered from epilepsy, fits, blackouts or sudden dizziness?	<input type="checkbox"/>	<input type="checkbox"/>
2 Do you have or have you had back or joint problems?	<input type="checkbox"/>	<input type="checkbox"/>
3 Do you or have you suffered from any allergies that we should know in an emergency situation?	<input type="checkbox"/>	<input type="checkbox"/>
4 Do you suffer from diabetes?	<input type="checkbox"/>	<input type="checkbox"/>
5 Do you have or have you ever had skin problems, e.g. dermatitis?	<input type="checkbox"/>	<input type="checkbox"/>
6 Do you or have you ever suffered from painful or cold hands or fingers?	<input type="checkbox"/>	<input type="checkbox"/>
7 Do you or have you suffered from heart disease, chest tightness or wheeziness?	<input type="checkbox"/>	<input type="checkbox"/>
8 Do you or have you suffered from any lung disease, eg Asthma, COPD, etc?	<input type="checkbox"/>	<input type="checkbox"/>
9 Do you have any eye problems not corrected by glasses, eg Colour Blindness, etc?	<input type="checkbox"/>	<input type="checkbox"/>
10 Do you have any hearing difficulties, including loss of hearing?	<input type="checkbox"/>	<input type="checkbox"/>
11 Do you or have you had any stomach problems, eg Ulcer?	<input type="checkbox"/>	<input type="checkbox"/>
12 Do you drink more than 40 units of alcohol per week?	<input type="checkbox"/>	<input type="checkbox"/>
13 Have you had any alcohol related illness in the last 12 months?	<input type="checkbox"/>	<input type="checkbox"/>
14 Do you smoke more than 20 cigarettes a day?	<input type="checkbox"/>	<input type="checkbox"/>
15 Have you used any illegal substances in the last 12 months?	<input type="checkbox"/>	<input type="checkbox"/>
16 Are you taking any medication, inc herbal remedies, which could cause drowsiness or effect equipment operation?	<input type="checkbox"/>	<input type="checkbox"/>
17 Do you or have you suffered from any stress related condition that could affect your fitness to work?	<input type="checkbox"/>	<input type="checkbox"/>
18 Are you aware of any substance or chemical that you have become sensitised to?	<input type="checkbox"/>	<input type="checkbox"/>
19 Are you aware of any other health factors that may affect your fitness to work?	<input type="checkbox"/>	<input type="checkbox"/>

PLEASE NOTE: If you have answered YES to any of the above, or your health changes during your time on site, you must declare this and record more details in the box below.

CCG[Scotland]Ltd reserve the right to refer you to an Occupational Health Professional to be advised on your fitness to work and in certain circumstances refuse to allow you to work on site.

THE INFORMATION ON THIS SHEET WILL BE TREATED AS PRIVATE AND CONFIDENTIAL. IT IS KEPT IN CASE OF EMERGENCY

I confirm that I will adhere to my company's safe system of work and the requirements of the site induction. I will report any unsafe conditions to my supervisor or site manager.

Signed: _____
Date: _____

All Site Operative Record Sheets that include details of any health issues must be copied and forwarded to the HR Department for advice.

Site Operative Record Sheet Uncontrolled when printed CCG-SF-106 - Issue 0 - April 2014

Supply Chain - Subcontractors



- **Supply Chain Meetings**
- **Setting the Policy for working with CCG**
- **One to one meetings to provide assistance**
- **Involvement in improving OH Programme**
- **Contractual Requirement that OH Programme in place prior to contract award.**



Awareness & Training



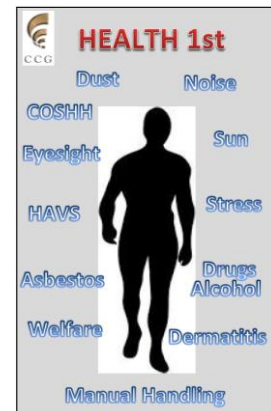
- Formal Training
 - Asbestos Awareness
 - Face Fit Testing
- RAMS Briefings
- COSHH Hazard Briefing
- Product & Equipment Briefing
- Tool Box Talks
- Apprentice Induction
- Campaigns
 - Poster
 - Newsletters



Occupational Health Campaign



<u>January</u>	<u>February</u>	<u>March</u>
Dust Protection	HAWS	Noise
<u>April</u>	<u>May</u>	<u>June</u>
Skin Protection	Asbestos	Sun Protection
<u>July</u>	<u>August</u>	<u>September</u>
Eye Protection	COSHH	Manual Handling
<u>October</u>	<u>November</u>	<u>December</u>
Welfare	Stress	Drugs & Alcohol





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HEALTH FIRST

JANUARY 2015

DUST HEALTH RISKS

Dust is not just a nuisance; it can seriously damage your health and some types can eventually even kill. Regularly breathing these dusts over a long time can therefore cause life changing lung diseases.

This leaflet will tell you how to prevent or adequately control dust risks.

Types of Dust

There are three main types of dust you may be exposed to:

- ◇ Silica Dust—created when working on silica containing materials like concrete, mortar, block, brick and sandstone
- ◇ Wood Dust—created when working on softwood, hardwood and wood based products like MDF and Plywood

- ◇ Gypsum Dust—created when cutting into plasterboard related products

Health Risks

Anyone who breathes in these dusts should know the damage they can do to the lungs and airways. The main dust-related diseases are

- ◇ Lung Cancer
- ◇ Silicosis
- ◇ Chronic Obstructive Pulmonary Disease (COPD)
- ◇ Asthma

Some lung disease. Like advanced silicosis or asthma, can come on quite quickly.

However, most of these diseases take a long time to develop. Dust can build up in the

lungs and harm them over time. The effects are often not immediately obvious. Unfortunately, by the time it is noticed the total damage done may already be serious and life changing. It may mean permanent disability and early death.

To put things into perspective the largest amount of silica dust that someone should be breathing in a day after using the right controls is shown below next to the penny



silica dust

GENERAL CONTROL MEASURES

- Use Dust Extract System to remove dust from source
- Use dust collection bag to reduce dust in air
- Use water dust suppression techniques when cutting concrete or block
- Don't sweep up with brush—use a vacuum
- Ensure good general ventilation
- Wear proper Dust Mask

DUST CONTROL METHODS

There are various methods for controlling dust generation at the source:

- ◇ Water Dust Suppression (Water Bottle & Pump)
- ◇ Vacuum Attachment (Wood Dust)
- ◇ Dust Collection Bag
- ◇ Respiratory Protective Equipment (Dust Masks)



DISPOSABLE DUST MASKS

Before You Use A Mask

- ★ Be clean shaven, beards and stubble will prevent the mask from protecting you properly as it won't get a tight seal with your face.
- ★ Make sure the mask is clean and undamaged before you use it.
- ★ Make sure the mask is marked FFP3.
- ★ Follow the manufacturers instructions for using and wearing the mask.
- ★ Remember to get a new mask after 8 hours use.

Putting the Mask On

Follow the Steps Below



Cup the mask in one hand with the straps hanging out of the way.



Hold the mask in place over your face and pull the straps over your head. The bottom strap should be to the back of your neck and the top should sit above your ears.



If the straps are adjustable pull both ends at the same time to tighten them. If there is a nose clip press it firmly to the shape of your nose and cheekbones.



Cover the valve on the mask then inhale and exhale sharply, if you can feel air flowing around the edges of the mask the seal is no good. repeat step 4 until there is no airflow out of the mask.

OTHER TECHNIQUES FOR REDUCING EXPOSURE

- ◇ Limit the number of people near the cutting task
- ◇ Rotating those doing the task
- ◇ Enclose the work to stop dust escaping into other areas.
- ◇ Where safe to do so improve general ventilation to reduce concentration of dust in work area
- ◇ Select work clothes that do not keep hold of the dust
- ◇ Maintain Good Level of Housekeeping
- ◇ Store your Dust Mask carefully
- ◇ Ask your site supervisor for a replacement dust mask when required



If you have any questions about this topic please contact the CCG Health & Safety Department on 0141 643 3733 or email sblair@cc-g.co.uk

The use of Respiratory Protective Equipment is the last line of defence in reducing dust exposure.

All other dust reduction techniques should be used rather than just rely on the use of dust masks.

There are different types of dust masks and different makes. It is important that you use a mask that is suitable for you.

It is also important that you have had a face fit test. This test is designed to demonstrate that you are wearing the dust mask properly.



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Challenges

- **Cost**
 - Direct
 - Indirect
- **Organisation**
 - Co-ordination of site operatives
 - Location of OH Surveillance
 - Time
- **Attitudes**
 - Fear of “Health Check”
 - Ulterior Motives!!



Benefits



- **Formal Records**
- **Personal Awareness**
- **Absence Management**
- **Engagement with Employees**
 - **Open up to OH Nurse**
- **Longevity of Workforce**
 - **Why invest in the development – if you are going to make them sick.**
- **Boost of Morale**
 - **Employees feel valued**

Health & Safety

Recognition

- Recognition from Employees
- Industry Recognition
 - Considerate Constructors Scheme
 - Constructing Better health
 - RoSPA Awards
 - APM Awards
 - SHELL Sponsored SHE Award 2014



