



# Safety First Briefing

February 2019

**A note from Brian Madden,  
Head of Safety for ISS Labour Ltd**



**Welcome to our Safety First Brief for February.**

Our briefing this month covers the work activities in January, and unfortunately we had an injury to one of our staff on track which has resulted in an extended period of absence from work. We also had an incident which could have resulted in serious injury to a member of staff and another contractor, but fortunately they escaped unharmed.

It's important we remain vigilant, and that you all take care in even the most routine and mundane situations. It's in those circumstances where accidents are most likely to happen.

We are planning a Health, Wellbeing and Information event in our Manchester offices on 5<sup>th</sup> and 6<sup>th</sup> March. There'll be Occupational Health staff carrying out assessments, we'll have some suppliers in attendance, and there'll be demonstrations and opportunities to engage and interact across the 2 days. All ISS staff are welcome and we'll share more details nearer the time.

Thanks for reading.

**Brian Madden**  
**07377 877555**

## Accidents and Incidents

### 1. Accident Details (RIDDOR)

An ISS trackworker was working with group using tools to align the sleepers on the Up Main at Swindon for Babcock on the Western Route. A string-line was being used to ensure the sleepers and rails are correctly aligned to the design.

The injured person turned and got his leg snagged in the string-line. When attempting to release the leg, he lost balance and landed badly on his foot, turning the ankle and causing ligament to strain. This resulted in the person requiring a hospital visit, and following a later scan has been placed in a half-leg plaster to restrict movement while the ligaments heal. This has led to the accident being reportable due to the amount of time off from work.

### Investigation

IP went to get a tool to help another person with an activity, and in the process tripped over the string-line. He did not notice this or he was not alerted by the person using the string-line.

The works were a regular, normal activity, and the accident seemed to be caused by the placement and force of the foot on the ballast causing the ankle to turn, rather than by being trapped or twisting.

It was assumed all persons were aware of the underfoot and low-level hazards without briefing those in the area on the specifics.

The IP commented he had an older injury on the same ankle/foot which may have contributed to the severity of the injury.

### Recommendations

The final outcome and recommendations are being considered and will be shared as soon as possible. However all staff should take care of underfoot and surrounding area hazards in the workplace and where necessary raise any issues to the supervisor onsite.

## Accidents and Incidents

### 1. Incident Details

On 26<sup>th</sup> January at Grangemouth, an ISS Authorised Person was given permission to access the worksite and proceed to his DEP location in anticipation of receiving permission to apply DEP short earths as part of the Isolation process. Prior to receiving the permission from the Nominated Person, the AP took the opportunity to test the line (as Live) to prove the Live Line Tester was functioning. When he offered up the Live Line indicator unit to the overhead line, it tripped the breakers and badly damaged the tester unit, and caused some superficial damage to the OLE. The NP was contacted and informed what had happened, he contacted the ECO to update them. The Isolation was granted and taken with no further issues thereafter, and the AP and his Earthing Assistant were stood down to allow statements to be taken and an incident investigation to be logged.

### Investigation

The AP and EA were D&A tested, and found all clear. The AP was interviewed, and it was confirmed he had permission to access the worksite and go to the DEP location. It was confirmed it was appropriate to use a Live Line Tester on a Live Line prior to receiving permission to apply the Earth straps, as this would prove the unit was functioning correctly and a subsequent “dead” reading prior to applying earths could be accepted.

The EA was deemed not to have had any reason to be restricted from duties or suspended, the AP was restricted from AP duties until the investigation closed.

### Recommendations

The tester unit was to be sent to the manufacturer to be checked as it should not be damaged or fail when checking live overhead line equipment. Both the EA and the AP to receive a briefing on the use of the specific tester (the EA is a qualified AP also) to ensure they were and are using it correctly.

The AP restricted from AP duties until investigation closed and report from manufacturer received.



## Accidents and Incidents

### 2. Incident Details

On 20<sup>th</sup> January an ISS staff member was acting as a crane controller for an RRV on track at Kirkham for Volker. While working in the wide-way, the RRV swung all the way round. On slewing backwards towards the operator's blindside, the POS Rep entered the exclusion zone and distracted the MC/CC. This resulted in both the MC and the POS being struck by the RRV's bucket. There was no physical injury so it's recorded as an incident rather than accident.

### Investigation

The MC/CC was distracted and took his eyes off the RRV whilst the POS spoke to him. The POS entered the exclusion zone. Rob was struck by the bucket on an RRV. He didn't suffer any injuries but was obviously shaken.

### Recommendations

As per the lifesaving rule, no-one is to enter an exclusion zone unless authorised by the MC/CC and considered safe to do so. The MC/CC to be re-briefed and confirm will stand down machine if anyone enters exclusion zone without permission, and a Close Call to be raised.

#### Thinking Points:

**There could have been very serious injuries in this incident. Are we always respecting exclusion zones and are MC/CCs stopping work to allow persons to enter safely?**

**How should someone attract the attention of the MC/CC?**

**What could the Operator done to have prevented this incident?**

## Accidents and Incidents

# Accident Trends for 2019

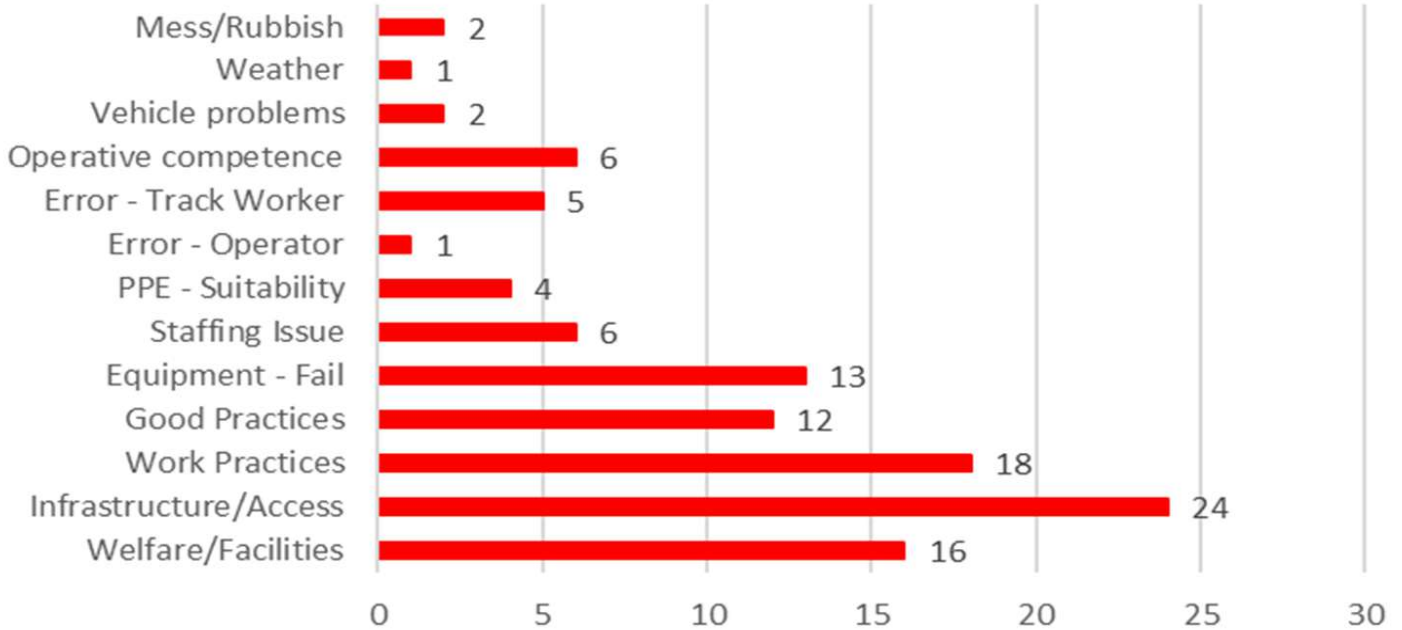
RIDDOR	1			
Minor Injuries	0	Area Affected	Face	0
			Hand/ Finger	0
			Foot / Ankle	1
			Knee	0
			No injury	0
		Type of Injury	Cut	0
			Bruising/Impact	0
			Strain	1
			Dislocation	0

For the first time in over 2 years we've unfortunately had a RIDDOR reportable accident. We'll communicate any further learning or actions once we've finalised the report and the injured person has returned to work.

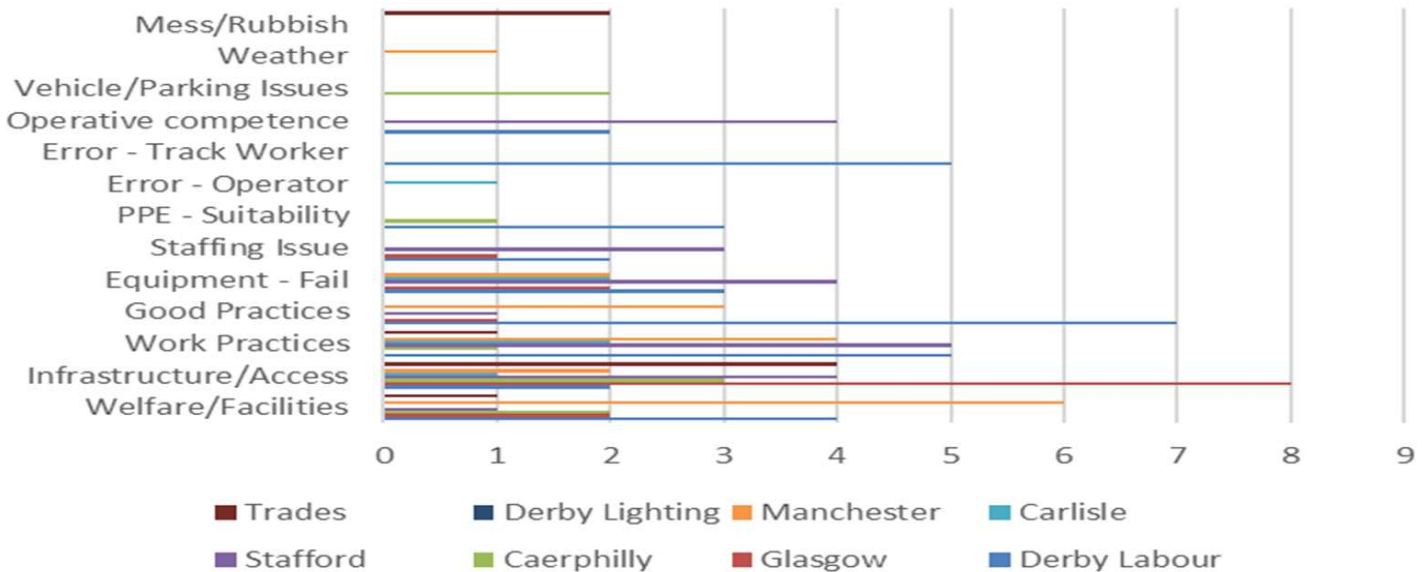
Remember to raise any concerns about unsafe working to your supervisor onsite or to ISS on-call number.

## Close Calls – January 2018

### Close Calls Categories - Totals Jan 2019

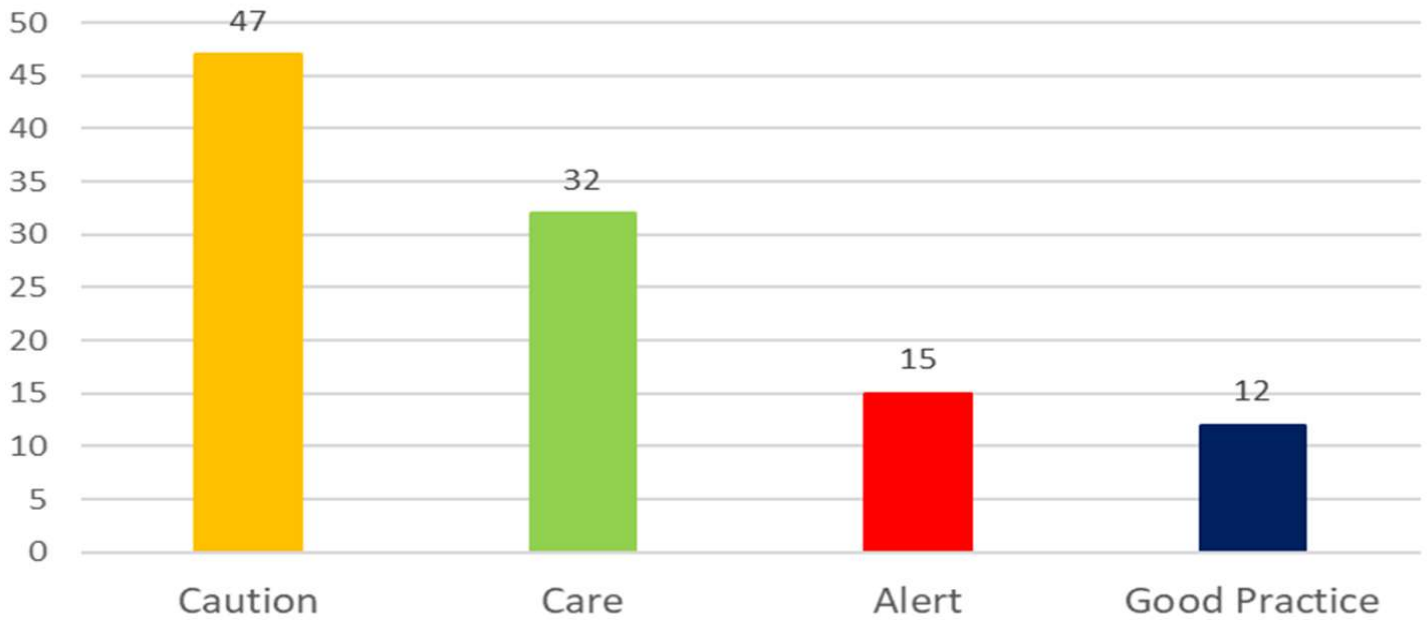


### Close Call Categories - By Division Jan 2019

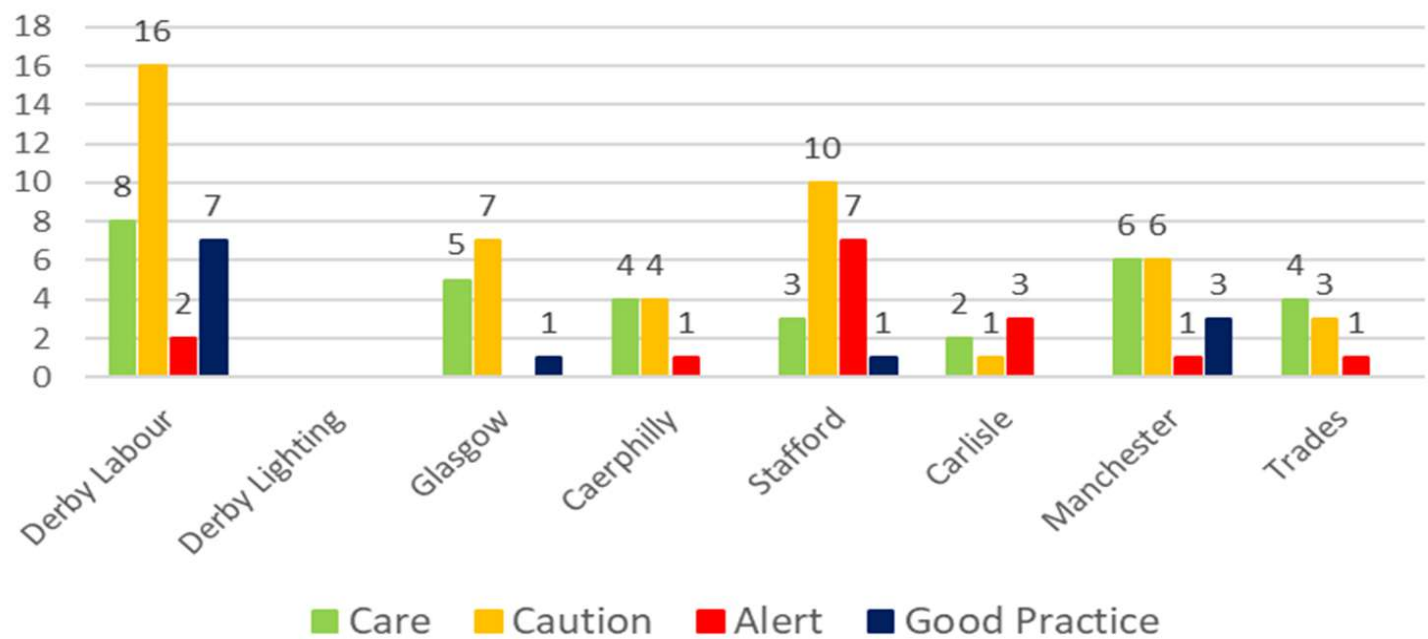


## Close Calls – January 2018

Close Calls Risks - Totals Jan 19



Close Calls Risks - By Division Jan 19





## Close Calls – January 2018



## Vehicle Accidents

### MW17 KFK

**Make/Model:** BMW 5 Series

**Date of Incident:** 15/1/19

**Time:** 15:58

**Location:** A52 Derby

**Road Condition:** Good

**Weather:** Cloudy

**Description:** Driver travelling along A52 dual carriageway which merges with another dual carriageway. Driver indicated to pull into left hand lane, another vehicle was merging into same lane. When driver slowed down to let him in, vehicle drove into the back of main vehicle.

**Damage:** Rear end damage

**Outcome:** Other driver at fault

### NU66 XZW

**Make/Model:** Peugeot Partner

**Date of Incident:** 23/1/19

**Time:** 06:38

**Location:** Ashton under Lyme

**Road Condition:** Average

**Weather:** Wet

**Description:** Driving down Mellor Rd to turn right onto A635, looked right, there were no cars. As I turned right, the car from my right attempted to go in front of my van leaving his lane

**Damage:** Passenger indicator, half of bumper missing

**Outcome:** Other driver at fault

### NU67 XFZ

**Make/Model:** Toyota Hilux

**Date of Incident:** 25/1/19

**Time:** 05:00

**Location:** Field Road, Bloxwich

**Road Condition:** Good

**Weather:** Wet

**Description:** Driving down the road when a car came out of the junction on my right and collided with the front right corner of my vehicle. In my opinion the other driver didn't see me.

**Damage:** Front right corner all caved in, wheel damage

**Outcome:** Other driver at fault

### NU16 XPD

**Make/Model:** Peugeot Boxer

**Date of Incident:** 20/1/19

**Time:** 15:30

**Location:** Cricklewood Broadway

**Road Condition:** Good

**Weather:** Clear

**Description:** Driving down the road and drove into the back of another car. Both vehicles were stationary until the Police arrived

**Damage:** Front bumper and bonnet

**Outcome:** Driver at fault

## Vehicle Accidents

### NV17 NSO

**Make/Model:** Peugeot Partner

**Date of Incident:** 31/1/19

**Time:** 11:30

**Location:** Hemel Hempstead

**Road Condition:** Good

**Weather:** Sunny

**Description:** At the traffic lights, driver stopped and was hit by a TNT van. The back door has been damaged and the window broken

**Damage:** Rear end damage

**Outcome:** Other driver at fault

You'll be aware we have a telematics system in our Company and hired vehicles, and we are monitoring closely – not only speeding but also driving behaviour.

We have taken steps recently to remove the authority to drive from some staff because of their speeding, and also have terminated the employment of someone on probation, due to their unauthorised use of a company vehicle, and due to excessive speeding.

Please treat the Company vehicles with respect.

## Positive Feedback

### Manager – Amey

The worksite was superbly well lit. One of the best I have seen, including the Compound, parking areas and welfare Litter picking undertaken to keep area tidy for hand back Very good briefing pack for the scope and details of the project Good consideration shown for local residents in close proximity to the works

## Industry Alerts

**NetworkRail**



Our vision Everyone Home Safe Every Day

Our belief There is no choice to be made between safety and reliability. World-class railways deliver both, day in, day out.

Our personal commitments Whether you are an employee, contractor or subcontractor, by delivering on our commitments we will achieve safe and outstanding performance. This is key to providing passengers and freight users with the safe, reliable and efficient railway they deserve.

- Safe behaviour is a requirement of working for Network Rail.
- We will always comply with our Lifesaving Rules.
- We will plan work to ensure that it can be done safely.
- Our work environments will be tidy – and we will leave them tidy when we've finished.
- We will ensure people have the skills and the equipment required to work safely.
- We will stop work if it cannot be done safely.
- We will personally intervene if we feel a situation or behaviour might be unsafe.

- We will use Close Calls to report unsafe behaviours and conditions.
- We will use our Fair Culture principles to investigate incidents and learn lessons to prevent them occurring again.
- We will relentlessly strive to find new ways to keep ourselves, colleagues, passengers and the public safe.
- We will design, construct, inspect, operate and maintain the railway to keep everyone safe.
- Safety leadership is key to how we assess our people's performance and readiness for progression.



**Andrew Haines**  
Chief executive





## Industry Alerts



### Flash Alert



<b>Flash Alert</b>	Event	Crush injury		
Date & Time of Event Report:	Date:	06/01/2019	Time:	02:35hrs
Project:	L2C			
Location:	74m 36ch			
Description / Nature of event:	<p>Colleagues,</p> <p>On Sunday, 06 January 2019 at approximately 02:35 hours, a Ready Power Crane Controller sustained an injury when a concrete skip on a Road Rail Vehicle (RRV) made contact with him.</p> <p>The method of work was changed on the night, as following a change to personnel on Friday, 04 January 2019, it was discovered on the night that the Crane Controller did not have a suitable competence to use a trailer.</p> <p>At the time of the incident, RRV1 was pouring concrete into the excavation site in the Up Slow cess at 74m 36ch. The IP as the CIC for RRV2 climbed onto the trailer of RRV1 and attached the hook from the RRV2 boom onto the concrete skip. At this time, RRV1 moved south, but as the skip was now attached to RRV2, the skip did not move with the trailer on RRV1. The investigation will identify who gave authority to move RRV 1.</p> <p>As a result of this movement, the IP was caught between the trailer side and concrete skip, causing severe bruising to their right leg above the knee. This has resulted in the IP being signed off work for 2 weeks.</p> <p>This incident has highlighted the need to follow one of the life saving rules (LSRs) "Never enter the agreed exclusion zone, unless directed to by the person in charge".</p> <p>If you are a RRV operator it is your responsibility to stop work and make your RRV safe before anyone enters your exclusion zone, if you are a Machine Controller it is your responsibility to manage the exclusion zone and the interface between the workforce and RRV. If you are a member of the workforce, it is your responsibility never to enter an exclusion zone unless you have permission from the Machine Controller.</p> <p>Please remember we all have a contribution to adhere to LSRs and support getting Everyone Home Safe Every Day.</p> <p><i>Chris</i></p> <p>Safety Compliance &amp; Assurance Director</p>			

For more information please contact Lorene Carter, Head of HSQE, SPL Powerlines - 07817-163807

## Industry Alerts



SB01-19

### TITLE: Emergency Change to the Network Rail Working at height Standard NR/L2/OHS/022 for when working off Ladders and Step Ladders



**REASON FOR CHANGE:**

NR/L2/OHS/022 – Working Safely at Height – has had an emergency change made to the standard ref NR/BS/L1/413 which has been added as an addendum to NR/L2/OHS/022. This has been issued to bring the Network Rail standard in line with the Working at Height Regulations when using ladders and step ladders.

**ACTION TO BE TAKEN:**

Attached to this alert is NR/L2/OHS/022 Working Safely at Height standard and emergency instruction NR/BS/L1/413 which amends NR/L2/OHS/022

Changes are (sections referred to are those amended within NR/L2/OHS/022:

**Section 14.1 – General requirements – portable ladders and step ladders**

- Portable ladders and step ladders used for access and egress to work areas shall be BS EN 131 Professional Use or Class 1 BS2037/1129 Heavy Industrial use (not to be confused with EN 131 Light Industrial Use).  
NOTE 1: Ladders certified to the withdrawn British Standards, BS 2037 and BS 1129 (often referred to as Class 1 Ladders) will no longer be available after a transition period but can still be used
- Ladders shall be of sufficient length and provide a firm handhold whilst getting on or off the ladder. A ladder used for access shall be long enough to protrude sufficiently above the place of landing to which it provides access (recommended 1100mm) unless other measures have been taken to provide an alternative firm handhold
- The footings shall be firm and regular and the ladder tied by securing the stiles at the upper ends or by use of an effective anti-slip or other stability device, to prevent movement during use. Initial tying-in of the ladder shall be done with another person footing the ladder to increase its stability or with the ladder tied at the base.  
NOTE 2: When ladders are deployed on ballast, a suitable additional anchorage device should be used to prevent slippage (e.g. ratchet strap secured to the rail or fixed structure)
- A step ladder shall be of sufficient length that the user can maintain a hand hold. Step ladders shall not be used where the work would cause a side loading on the step ladder. The steps should always face the work activity taking place, however where this is not possible due to the location then the risk assessment should detail how stability of the step ladder will be maintained

**Section 14.2 Assessment and use of portable ladders and step ladders**

Now reads:

A portable ladder or step ladder may only be used for work at height if a risk assessment under regulation 3 of the Management Regulations has demonstrated that the use of more suitable work equipment is not justified because of the low risk and:

- (a) The short duration of use (maximum of 30 minutes); or
- (b) Existing features on site which cannot be altered

## Industry Alerts

### Safety Bulletin

A serious incident has taken place



#### Electrical fire - staff injury

**Issued to:** All Network Rail line managers, safety professionals and RISQS registered contractors

**Ref:** NRB 19/01 (linked to 20/21)

**Date of issue:** 23/01/2019

**Location:** Godinton Substation (South East Route)

**Contact:** Allan Spence, Safety Technical & Engineering Directorate



#### Overview

While E&P (Electrical and Plant) staff were responding to a fault at Godinton substation on the evening of 20th December there was a release of electrical energy (a flashover) when a member of staff attempted to replace a 2A fuse in a control circuit for the 750V dc traction power system.

The flashover caused severe burns to a technician. He is being treated for his injuries at a specialist burns hospital.

The substation and other parts of the traction power system nearby were substantially damaged by the fire that resulted.

A formal investigation into the accident has begun and inspectors from the Office of Rail and Road (ORR) are also investigating.

The initial investigation has identified a potential link to water ingress in to the building before the incident.

Several technical bulletins have since been issued in SE Route.

The initial investigation has identified that Arc Flash PPE was not being worn. Further safety advice on minimum Arc Flash PPE is being issued which will supersede the previously issued safety advice NRB 17/09 – Arc Flash PPE. Locally, Routes or contractors may choose to require a higher standard.

#### Action required

The following advice shall be followed nationally:

- In the event of a fault in a Whipp & Bourne MM74 dc circuit breaker with 50V operating equipment, staff shall not enter the breaker cell to undertake any work without de-energising its incoming 650V / 750V dc traction supply.
- If steam is present when accessing any traction or non-traction, high voltage (HV) distribution location, staff should vacate the location and contact the ECO to arrange for the dc equipment (and relevant in-feeds) to be de-energised. Any HV ac equipment (this includes 25kV switchgear) may remain energised but no switching operations shall occur with anyone in the building. A safe method of working shall be established before starting any intrusive work on the equipment affected.
- Where significant damp or condensation is identified in any traction or non-traction HV distribution location, a safe method of working shall be established before starting any intrusive work on the equipment affected.

The safe method of working shall be agreed by the E&P Maintenance Engineer, or Designated Project Engineer in the case of project work.

Water ingress to any traction or non-traction HV distribution location must be reported and corrected promptly. Buildings/E&P must always consider applying temporary protection to stop water ingress and protect the equipment.



## Industry Alerts

### Safety Advice

Action required following a serious incident



#### Lifesaving rules – Test before touch on 25kV OLE

**Issued to:** All Network Rail line managers, safety professionals and RISQS registered contractors

**Ref:** NRA 18/12

**Date of issue:** 19/07/2018

**Location:** National

**Contact:** [Phil Doughty](#), Head of Contact Systems AC/DC



Never assume equipment is isolated  
→ always test before touch.



#### Overview

Feedback from front line staff has indicated that the lifesaving rule for test before touch on 25kV is not being applied in a consistent manner.

The lifesaving rule: test before touch, for 25kV is a key control for managing the risk of working on or near electrified lines.

It should be noted that all approved live line indicators only indicate live or de-energised. They do not indicate that the equipment is safe to touch.

When any approved live line indicator confirms de-energised there could still be dangerous voltages in the equipment.

Following the five-step process below ensures the safety of the staff working on or near 25kV equipment using a live line indicator.

#### Immediate action required

All staff should be applying test before touch in accordance with the guide to the [application of the electrical lifesaving rules](#).

When test before touch is applied as detailed in the application guide and referenced standards then the rule is a robust process to confirm the equipment is safe to touch.

The lifesaving rule for test before touch on 25kV is a five-step process:

1. Test before earth – to ensure the equipment is de-energised before applying an earth.
2. Apply earths – eliminate the risk of residual voltage.

3. Always be sure the required plans and permits are in place, before you start a job or go on or near the line – For 25kV equipment this means ensure that you have a Form C in accordance with NR/L3/ELP/29987 which details the limits of the isolation.

4. Test before approach – a check that you are in the right location as per your Form C isolation limits.


5. Retest if you move beyond any inline OLE feature, move to different track or work on a different conductor.

Copies of Safety Advice are available on [Safety Central](#).

## Industry Alerts


### Winter Weather Precautions

Safety Information Sheet 0001



Winter is upon us, which brings the likelihood of snow, ice, heavy rain and high winds. This clearly presents some risks to us both at work and at home.

We all can remain safe if we look after ourselves and each other. Here are some things we can all do to keep ourselves, colleagues and families safe during these times.



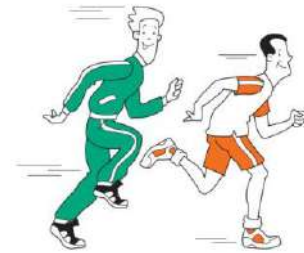
- **Prevent slips and trips**
  - Nights are dark so report any lights that may be broken.
  - Wear appropriate footwear outside – (You can change them again inside if needed).
  - Report any signs of ice or areas that have not been gritted, or a build up of decaying leaves.
  - Take your time, stay balanced and steady, don't rush.
- **Stay Safe**
  - Dress appropriately, and prepare for the weather. Layers are better in cold and wet weather coats – High visibility helps others see you too.
  - If working outside take breaks regularly with warm food and drinks.
  - Look after people who may be at additional risk, anyone with an existing health condition, disabled or pregnant.
- **Working Safely**
  - Ensure walkways are regularly checked and cleared and lighting is working correctly.
  - Review risk assessments for activities that could be affected adversely such as; work at height, working on or near live rail or in the open.
  - Have areas where PPE, coats and garments can be dried and replacement equipment is available where necessary.
  - Build in time for breaks and ask our teams to look out for each other, even more than usual.
- **Driving safely**
  - Allow time to demist your windscreen and clear windows to ensure you have full visibility before setting off.
  - Drive and brake to suit the weather conditions, you may need 10 times the normal braking distance.
  - Allow enough distance between you and other road users, ice, snow and other debris can come loose during transit.
  - Make sure your vehicle Tyre pressure and condition is good with the correct level of tread.
  - Check your wipers so they effectively clear the screen and wiper fluids (top up with 50% water and 50% anti-freeze screen wash).
  - Make sure vehicle lights are all working and clean.
  - Check your Engine coolant for the right level of anti-freeze.
  - Keep de-icer, an ice scraper and warm hi-vis clothing in your vehicle.

**Don't take Risks with anyone's Safety**  
Shout Out! And Report all Close Calls - Hotline 0800 521660



## Health, Safety and Wellbeing

### Five ways to stay healthy this winter



#### Banish winter tiredness

Many people feel tired and sluggish during winter. This is due to the lack of sunlight, which disrupts our sleep and waking cycles.

Try these tips:

- get outdoors in natural daylight as much as possible
- get a good night's sleep – go to bed and wake up at the same time every day
- destress with exercise or meditation – stress has been shown to make you feel tired

#### Eat more fruit and veg

When it's cold and dark outside, it can be tempting to fill up on unhealthy comfort food. However, it's important to ensure you still have a healthy diet and include five portions of fruit and veg a day.

If you find yourself craving a sugary treat, try a juicy clementine or satsuma instead.

Winter vegetables such as carrots, parsnips, swede and turnips can be roasted, mashed or made into soup for a comforting winter meal for the whole family. Explore varieties of fruit and veg that you may not normally eat.

#### Drink more milk

You are more likely to get a cold in winter, so make sure your immune system is in tip-top condition.

Milk and dairy products such as cheese, yoghurt and fromage frais are great sources of:

- protein
- vitamins A and B12
- calcium, which helps keep our bones strong
- Choose semi-skimmed, 1% or skimmed milk – rather than full-fat – and low-fat plain yoghurts.

#### Try new activities for the whole family

Don't use the cold winter months as an excuse to stay in and lounge around. Instead, get out with the whole family to try out a new activity – maybe ice skating, or taking a bracing winter walk on the beach or through the park. Regular exercise helps control your weight, boost your immune system, and is a good way to break the tension that can build if the family is constantly cooped up inside the house.

#### Have a hearty breakfast

Winter is the perfect season for porridge. Eating a warm bowlful on a cold morning isn't just a delicious way to start your day, it also helps boost your intake of starchy foods and fibre.

These foods give you energy and help you feel fuller for longer, stopping the temptation to snack mid-morning. Oats also contain lots of vital vitamins and minerals. Make your porridge with semi-skimmed, 1% or skimmed milk, or water, and don't add sugar or salt. Add a sliced banana, berries or other fruit for extra flavour and to help you hit your 5 a day target

## Environmental

Recycling is an important factor in conserving natural resources and greatly contributes towards improving the environment. Below are some helpful hints about recycling in the workplace.

Recycling in the workplace can be easy when you know how. By thinking carefully about **what products you buy at the supermarket and how to recycle them** is the first step towards efficient recycling. Here are five very useful tips:

- **Find ways of recycling different materials**

Many materials can be recycled, such as paper, plastic, metal and glass. Other items such as furniture, electronic equipment, building material and vehicles can also be recycled, but many people don't often think to do so.

- **Buy products that can be recycled.**

When shopping at the supermarket, buy products that can be recycled easily such as **glass jars** and **tin cans**.

- **Buy products that have been made from recycled material.**

You can tell if a product is eco-friendly by looking at the label on the packaging.


- **Avoiding buying hazardous material.**

It is difficult to recycle products that contain hazardous waste. Try to find safer alternatives to household cleaners and buy non-toxic products whenever possible.

- **Recycle bins.**

Make sure you have a recycle bin in your home. Keep it in an obvious place so you won't forget to use it. Your local council should be able to provide you with a recycle bin that can be used for materials such as glass, paper, aluminium and plastic.

# Environmental Alerts



**Environmental Briefing**

We have identified aspects of our operations where we want to generate awareness and action across our business to help us improve our environmental performance. These Environmental Briefings provide 'at a glance' summaries for discussion with employees.

**Subject:** **Noise and Vibration**

**Background:**

- The Construction Industry is one of the leading sources of noise complaints made to Local Authorities.
- It is common for local authorities to place restrictive conditions at the planning consent stage in order to control the impact. A request is often made for a code of construction practice or a prior consent for works in accordance with Section 61 of the Control Pollution Act 1974. These may stipulate hours of permitted working, management controls, special restrictions, special restrictions relating to night-time working, the type of equipment to be used, etc.

**Key fact:**

**When might I cause noise and vibration?**

- Something is considered 'noisy' when the sound is unwanted by the listener.
- Noisy activities include: excavation, tunneling, concrete cutting, piling, using un-silenced generators and concrete pours.

**Why should I be aware of noise and vibration?**

- To avoid complaints and maintain good relations with the local community
- The Local Authority Environmental Health Officer can serve you with a Section 60 notice stipulating further controls to be complied with if complaints received. They will also have the power to stop works if they believe the impact is not being correctly managed.
- Failing to meet noise constraints can result in fines.
- Vibration may cause structural damage
- Contractual requirements may refer to noise and vibration
- To prevent disturbing wildlife as well as humans

**Action to take:**

**Plan when you work**

- If possible, restrict noisy activities to certain times of the day
- Adhere to working hours. Some sites are only consented to work at certain times
- Plan deliveries. Arrange routes and times to minimize potential nuisance to the local community

**DO**

- ✓ If possible, keep noisy plant away from public areas
- ✓ Minimize drop heights into hoppers, lorries and other plant
- ✓ Use local screening where necessary. Noise can be reduced if a screen is placed between plant and nearby sensitive locations e.g. houses. Screens can be straw bales or ply board
- ✓ Use silenced generators and tower lights where necessary
- ✓ Keep acoustic doors and hoods on plant closed – it does make a difference!
- ✓ Contact your Line Manager if you are in doubt.

**DON'T**

- ✗ Undertake noisy works during the evening, at night or very early in the morning if it can be avoided!
- ✗ Leave doors and hoods open on plant
- ✗ Leave plant running unnecessarily
- ✗ Use poorly maintained plant
- ✗ Ignore complaints from the local community
- ✗ Undertake activities that could cause damage to nearby structures through vibration unless approved by your line manager.

For further information on the company procedures that relate to this or any other Environmental Briefing, please refer to your **Integrated Account Plan** or speak with your HSEQ Advisor.



## Environmental Alerts



Enhancing communities and the environment

### Environmental Briefing

We have identified aspects of our operations where we want to generate awareness and action across our business to help us improve our environmental performance. These Environmental Briefings provide 'at a glance' summaries for discussion with employees.

<b>Subject</b>	<b>Nesting Birds</b>
<b>Back-ground</b>	Over 400 bird species are regularly recorded in the UK - both resident breeding species and migrants. All wild birds are protected by the Wildlife and Countryside Act 1981 when they are nesting
<b>Key fact</b>	<p><b>Where might I find nesting birds?</b></p> <ul style="list-style-type: none"> <li>The obvious places for birds to nest are in trees, in shrubs and hedges and on the ground in the undergrowth or long grass. Birds are opportunists though, so don't be surprised to find them nesting in the most unusual places. For example, in chimney flues, inside and under the eaves of houses, inside chimney pots and inside wall-mounted cigarette bins.</li> </ul> <p><b>When might I find nesting birds?</b></p> <ul style="list-style-type: none"> <li>The nesting season runs from March until the end of August.</li> <li>With climate change, it has been suggested that some birds are now starting to have second broods later in the year so we still need to be vigilant when working later in the season.</li> </ul>
<b>Action to take</b>	<p><b>Know the law:</b></p> <ul style="list-style-type: none"> <li>All wild birds are protected by law throughout the UK when they are nesting. It is illegal to kill, injure or take any wild bird, or damage or destroy the nest or eggs of breeding birds. This includes commonly seen birds, such as blackbirds, robins etc.</li> <li>Certain bird species (e.g. black redstarts, birds of prey and kingfishers) are specially protected making it also illegal to disturb these species while they are nesting.</li> <li>Clearing scrub at the wrong time of year and thereby destroying a bird's nest with eggs can lead to prosecution. Any vehicle used to commit the offence may be forfeited. Both the company and/or individuals can be held liable.</li> <li>Some birds are not covered by this legislation and the killing of these species is allowed under certain circumstances. For example, feral pigeons, ring-necked parakeets, crows, wood pigeons etc. This is done under the conditions of an open general licence. Please contact HSEQ if you need to remove any of the species listed in this section.</li> </ul> <p><b>If nesting birds are found on site:</b></p> <ul style="list-style-type: none"> <li>All works in that area will have to stop until the birds have completed breeding (i.e. the nests are empty and inactive). Nesting sites should be inspected only by experienced ecologists. Works must not damage the nests of breeding birds or be conducted in the vicinity of the nests of specially protected species.</li> <li>Birds often move onto sites to nest on machinery or scaffolding and other temporary site structures. If this happens the equipment cannot be used until the birds have finished nesting, and areas may need to be sealed off to prevent disturbance.</li> </ul> <p><b>Breaking the law can lead to fines of up to £5000 per offence and potentially prison sentences of up to six months.</b></p>

#### DO

- ✓ Stop all work in the area if nesting birds are found on site until they have completed breeding
- ✓ If you are unsure on what action to take, contact HSEQ or a member of our in-house environmental team
- ✓ Report any incidences or close calls via [Airsweb 0800 521 660](#)

#### DON'T

- ✗ Carry out scrub clearance during the nesting season

For further information on the company procedures that relate to this or any other Environmental Briefing, please refer to your [Integrated Access Plan](#) or speak with your HSEQ Advisor.

## Environmental Alerts



Enhancing  
communities and  
the environment

### Environmental Briefing

We have identified aspects of our operations where we want to generate awareness and action across our business to help us improve our environmental performance. These Environmental Briefings provide 'at a glance' summaries for discussion with employees.

#### Birds

##### What to look out for

- Birds occur in both rural and urban areas, with many species adapted to living in bridges, buildings, houses and gardens. You may also find used and unused nests made of twigs, grass and moss, droppings and food pellets or food remains.
- Species show different preferences as to where they nest. Most birds are more likely to nest in scrub or hedgerows than in trees. They also build nests in or on buildings, ledges, cliffs and on the ground, depending on the species.
- Birds in the UK typically build their nests and lay their eggs between March and the end of July. The peak months for breeding are May and June. Exceptions include the barn owl, which may breed for a longer period, and the collared dove and wood pigeon, which nest all year round.
- However, birds may be found breeding on a construction site at unexpected times of the year.
- If you undertake hedge and tree pruning, programme your works to fall outside of the nesting season, unless they are safety-critical.
- If you have to work with hedges and trees during the nesting season, be extra vigilant and look for early warning signs of nesting birds; lots of chirping in the greenery, birds flying in and out of the greenery with food in their beaks, shrill warning calls.
- If you do discover a wild bird building a nest, incubating eggs or feeding young in an area where you are working and where continuing your works could disturb or harm the bird, STOP work immediately and inform your line manager.
- If you need specialist advice, call a member of the HSEQ Team.



##### Key Questions (to check understanding)

1. What is the law regarding works around birds?
2. When is the nesting season?
3. What should you do if you find nesting birds on site?

For further information on the company procedures that relate to this or any other Environmental Briefing, please refer to your [Integrated Account Plan](#) or speak with your HSEQ Advisor.

Rev 1.2 Date: 31/08/2018  
Content Owner: Laurie Road

Doc Ref: AMEY-ENVY-BRIEFING-GD-14  
Authorised by: Gary Booton



## Feedback


We would like your feedback on any safety related issues that may help us improve the business and prevent further accidents and incidents.

We endeavour to minimise all foreseeable risks to you when you are at work. However you see what happens out there on a daily basis far more than we do, and will no doubt have some very valuable ideas or suggestions on how to make our industry a safer place for everyone. We would like to hear from you but appreciate you may want to remain anonymous. We value your opinion and thus confidentiality will be guaranteed when receiving your comments. You can send us feedback in any of the following ways:

- Send an email to the SQE Team directly [sgeteam@isslabour.co.uk](mailto:sgeteam@isslabour.co.uk) use the hashtag #Feedback in the subject heading and someone will contact you within 24 hours to acknowledge receipt of your message
- Complete the slip at the bottom of this page and take it into your nearest ISSL depot
- Call or text any of the “On Call” phone numbers listed on the rear of your Authority To Work Card
- Go to any ISSL Depot to talk to a senior member of the team, who will welcome feedback and consider confidentiality at all times
- Speak to any of the senior team when you meet them on-site for briefings or safety related visits.

### Feedback Slip: **Monthly Brief**

Your name or contact number is optional. The detail is the most important section to complete



Name:	Details:
Local Office:	
Date:	
Contact No:	
Subject:	

