



Network Health & Safety Forum

-Fitting Solid Industrial Tyres



The Management of Health & Safety – Introduction

- › Health & Safety is more than just a manual
- › This workshop and Health & Safety manual have been produced to assist companies involved in fitting Continental tyres and the use of a solid tyre press, in the understanding and management of safety both in their own premises and those of their customers
- › All Health & Safety management must be provided and controlled by the owners and managers of the business who employ staff to work from their offices or place of work and this book should be used as a guide and support for this
- › Employers must assess reasonable foreseeable risks, to eliminate or control them and to reduce them to an absolute minimum



The Management of Health & Safety continued

- › Continental Tyre Group and the producers of this book cannot be held responsible for individual company's Health & Safety including the operating of equipment involved in the fitting of Solid Tyres and do not accept any liability for risks and subsequent events that arise through taking actions on any recommendations or risks through implementation of this book
- › The workshop is designed to help provide some background to the manual and enable some discussion to ensure the safety of your staff



Agenda

1. Health & Safety and the importance
2. Myths, Misconceptions & Facts
3. The management of Health & Safety
4. What Managers are responsible for:
 - › Safe systems of work
 - › Risk Assessment
5. Competence
6. Observation
7. The Manual





Myths, Misconceptions & Facts

Myth or Fact?

Graduates are banned from throwing mortar boards (graduation hats)

MYTH

The Reality

When we heard this story, it really took us by surprise. How could there be a Health & Safety law on this? The simple answer is, there isn't. It seems that the story originated from a decision by a facility manager and has no basis in health & safety law at all.



Myths, Misconceptions & Facts

Myth or Fact?

Kids must wear goggles to play conkers

MYTH

The Reality

This is one of the oldest chestnuts around, a truly classic myth. A well-meaning head teacher decided children should wear safety goggles to play conkers. Subsequently, some schools appear to have banned conkers on 'health & safety grounds' or made children wear goggles, or even padded gloves! Realistically, the risk from playing conkers is incredibly low and just not worth bothering about. If kids deliberately hit each other over the head with conkers, that's a discipline issues, not health & safety.



Myths, Misconceptions & Facts

Myth or Fact?

Workers are banned from putting up Christmas decorations in the office



The Reality

Bah Humbug! Each year we hear of companies banning their workers from putting up Christmas decorations in their offices for 'health & safety reasons', or requiring the work to be done by a 'qualified' person.

Most organisations, including HSE and local councils manage to put up their decorations without a fuss. They just sensibly provide their staff with suitable step ladders to put up decorations rather than expecting staff to balance on wheelie chairs.



Myths, Misconceptions & Facts

Myth or Fact?

A risk assessment needs to be completed for every task



The Reality

HSE's advice is very clearly that you do not need to perform a formal risk assessment for every task.

Employers need to focus on real risks and how they will control them – the significant risks identified can be recorded in one overall risk assessment which should also include a note of the action you intend to take.

Acting to control the real risks should be the priority, not drafting endless paperwork covering every task staff undertake.



Myths, Misconceptions & Facts

Misconceptions – “Accidents happen, it’s nobody’s fault”

Facts

1. On average, roughly _____ people are killed at work every month in the UK?

- On average, **12** people are killed at work every month in the UK
- About **3** per week
- **144** every year

Over 32 million working days lost

2. On average, a serious injury to workers occurs every _____ minutes?

- to workers occurs every **7** minutes
- **76,000** serious injuries a year

Myths, Misconceptions & Facts

Myth or Fact?

Very few companies or individuals are convicted under the HSWA



94% of Health & Safety prosecutions in the UK lead to successful convictions!!

The HSE has recently published figures relating to Health & Safety proceedings, prosecutions and enforcement rates across the UK

674

**Prosecutions
(2013/2014)**

636

**Convictions
(94%)**

£18 mil

In fines

Case Study

£17,500 compensation for leg injury at work

A man who suffered a broken leg in a workplace accident has agreed a £17,500 compensation settlement.

The man was using overhead lifting gear to turn over a metal plate weighing approx. 1.5 tonnes when the accident occurred.

He was working in a confined space which made it difficult to keep control of the plate as it was being manoeuvred into position. The plate accidentally swung towards him, striking his leg and knocking him over.

His leg was badly broken and he had to undergo surgery to repair the damage. He was off work for many weeks while recovering from the injury, during which time he was having to use a wheelchair and crutches. Although the man was eventually able to return to work, he was left with permanent scarring and ongoing problems as a result of the accident.

The mans employer had not provided him any training in the use of the lifting gear, nor had a risk assessment been carried out. He believed his accident could have been prevented and commenced a personal injury claim against his employer.

The company initially made an offer of compensation but this was rejected. After court proceedings began, a settlement of £17,500 in compensation was accepted.



What are management responsible for?

- › Safe system of work
- › Risk assessment
- › Competence



Safe System of Work

› Definition:

- › 'A safe system of work is a formal procedure which results from systematic examination of a task in order to identify all the hazards. It defines safe methods to ensure that hazards are eliminated or risks minimised'

› The duty required is relevant to the operation

- › The identification of any training, information and supervision
- › Assessment of hazards
- › Assessment of risk
- › Control documentation
- › Maintenance requirements for fixed or mobile plant & equipment involved
- › Testing of plant, equipment and certification
- › Specific PPE needs
- › Interfaces between operatives and equipment/plant
- › Monitoring of system performance



Risk Assessments

- › Regulation 4 (HASAWA) – Details & Principles of Hazard Prevention
- › The need to avoid risks where possible (eliminate the Hazard)
- › Evaluation of risks which cannot be eliminated
- › The need to ensure everyone who works for the company understands and uses these assessments



Defining Hazard & Risk

Key Learning Points

- › What kind of things can cause you or others harm?
- › What is risk?
- › How can it be controlled?
- › How do you decide what to do about risks?



Defining Hazard & Risk

A **hazard** is anything which has the potential to cause harm to you or others



Defining Hazard & Risk

› Hazards generally fall into six broad groups:

1. Mechanical
2. Physical
3. Chemical
4. Environmental
5. Biological
6. Organisational



Defining Hazard & Risk

Hazards that are not easy to identify:



Noise



Poor Posture



Vibration



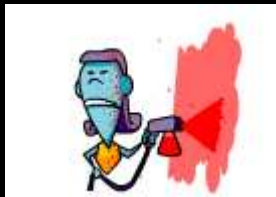
Radiation



Dust



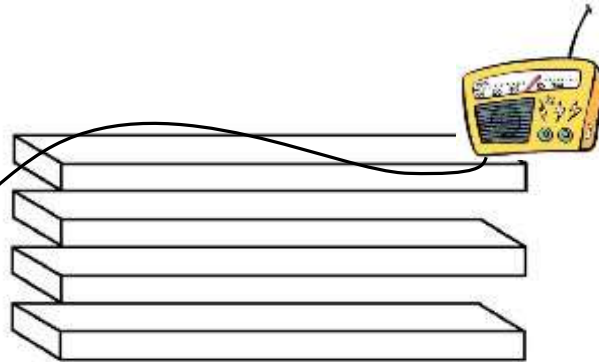
Stress



Chemicals



Defining Hazard & Risk



Objects can be hazards if they are in the wrong place

Observation is the key

Observation is the key



Defining Hazard & Risk



Defining Hazard & Risk



Defining Hazard & Risk

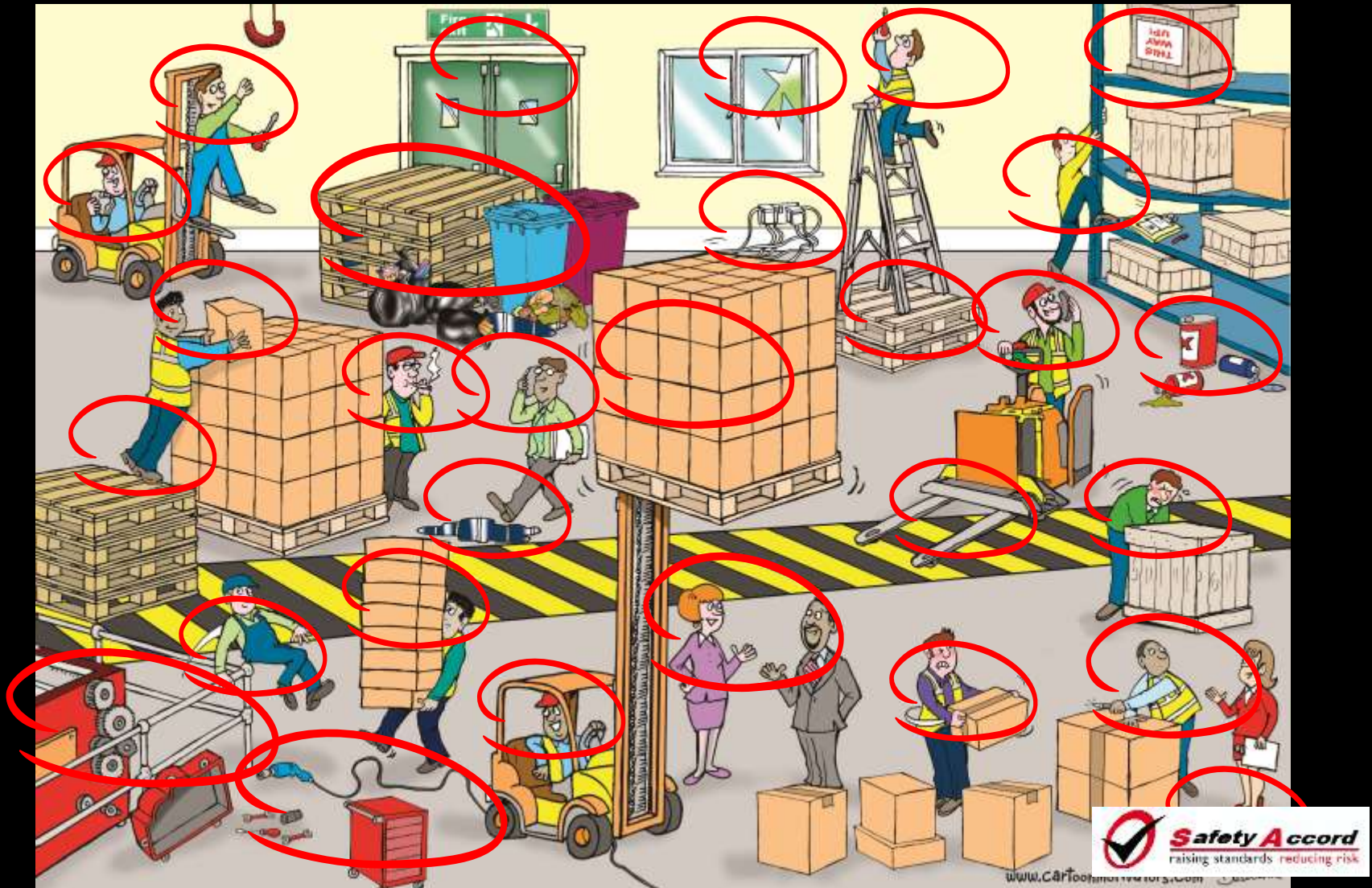
Risk is the likelihood that the hazard will happen

- › You must look for the hazards and decide if they need risk assessing
- › Do they need to be written down and formally produced
- › Do they need to be eliminated, reduced, catered for or is PPE required to be worn

Remember, training is required to ensure understanding and it is recommended that a follow up assessment is completed

It is not sufficient to just provide documents to sign off

Spot the hazards



Defining Hazards and Risks



Lets 'Risk Assess' the Press



Competence

› IMPORTANT NOTE

› Drivers License

- › Check & Record every 12 months for all staff employed to drive company vehicles
- › To tow a press your license must qualify you through age or assessment
- › A 'CPC' Certificate of Professional Competence may be required under legislation in certain circumstances when towing a press
- › Requirement for CPC is 35 hours of training every 5 years



Competence

- › The term **competence** dominates the law on Health & Safety at work
- › **Competence** can mean in general terms, the possession of:
 - › Relevant and sufficient qualifications
 - › Relevant and sufficient knowledge
 - › Relevant and sufficient experience
 - › Other relevant qualities



Defining Hazard & Risk

A competent person

A competent person is someone who has sufficient training and experience or knowledge and other qualities of the work they undertake which allow them to assist you properly. The level of competence required will depend on the complexity of the situation and the work involved.

A competent person is defined in the Act as 'having regard to the task he or she is required to perform and taking account of the size or hazards of an undertaking or establishment in which he or she undertakes work, **the person possesses sufficient training, experience and knowledge appropriate to the nature of the work to be undertaken'.*



Health & Safety Manual

We have been developing a manual to assist you in controlling the Health & Safety of your staff who work on the solid tyre press supplied by Continental.

- › The manual covers:
 - › Health & Safety information regarding UK legislation
 - › Health & Safety guidelines
 - › Work activities and risk assessments
 - › Manual handling risk assessments
 - › Hazardous substances



Your Turn



Lets review the manual



Next Steps

- › Read through manual & personalise the manual to your company
- › Check the risk assessments are sufficient for the work your staff undertake
- › Add any data sheets for dangerous substances (if applicable) that your staff come into contact with
- › Complete all relevant forms in the back of this manual
 - › Weekly Service Check on Press/Press Service Record inc Press Faults **
 - › PUWER Assessment
 - › Risk Assessments relevant to Solid Press **
 - › Method Statement relevant to Solid Press **
 - › Training Matrix for all personnel working on solid tyres and press



Next Steps Cont

- › Update the manual as required under HSAW regulation
- › Use the amendment record sheet to identify any updates and reviews
- › Send documentation (**) to Lisa by End of January for Network fleet records
- › Lisa.Holloway@Conti.de
- › Request any further consultancy on H&S subjects from Saftey Accord via Lisa Holloway

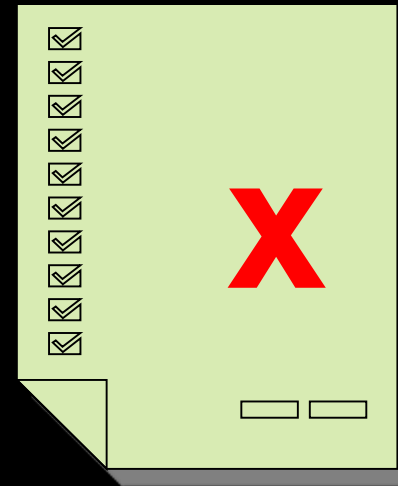
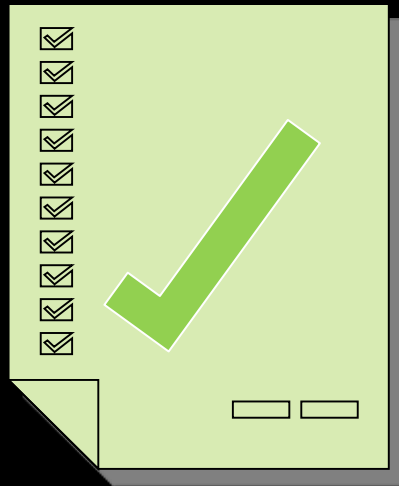


Reminder - H&S Best Practice

- › Weekly Service Check on Press/Press Service Record inc Press Faults
 - › Weekly
- › PUWER Assessment
 - › Initial Equipment and Review Min 12 monthly
- › Risk Assessments relevant to Solid Press
 - › Any modifications to practices/or equipment and Review Min 12 monthly
- › Method Statement relevant to Solid Press
 - › Any modifications to practices/or equipment and Review Min 12 monthly
- › Training Matrix for all personnel working on solid tyres and press
 - › All new staff and or training reviewed Min every 12 months

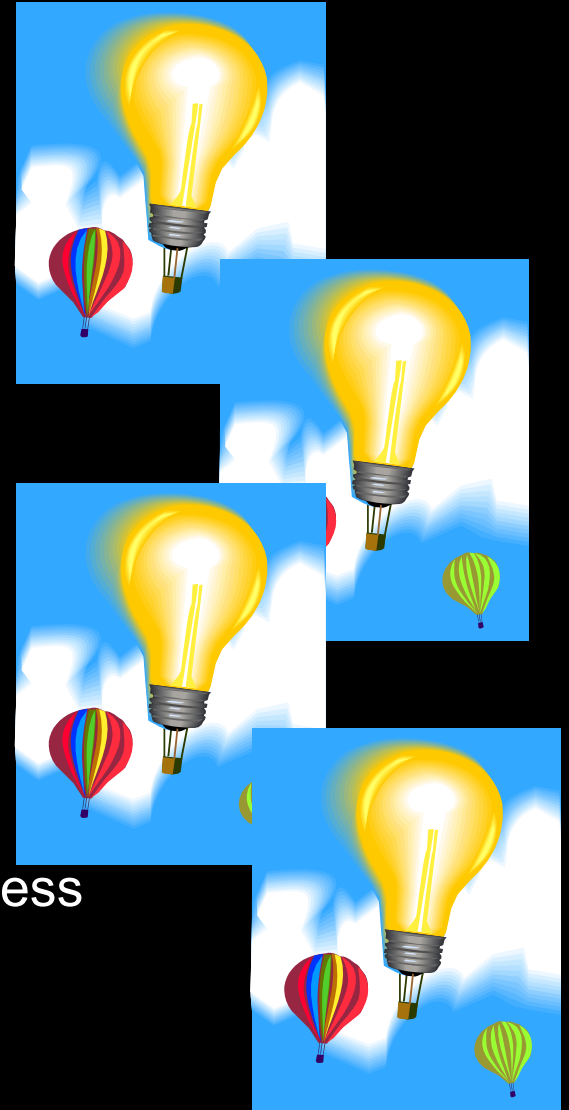
The minimum requirement from HSC is 12 monthly but Safe Accord/ Conti Network partners are requested to do 6 monthly updates – leading the way!

Your feedback please



Ideas for Next Safety Forum 2017

- › Press Sign Off Procedure
- › Servicing Records (Press and Tooling)
- › LOLA
- › PEWER
- › Insurance
- › Press Specification and Safety Improvements
- › Changes to Legislation
- › Understanding 'Competent People' in your business



Thank you
for your attention!

