



ToolBox Talks

General Information

Authorized Person Name

Tim Taylor

Date

11/17/2019

Time

12:01

Location

Office Conference Area


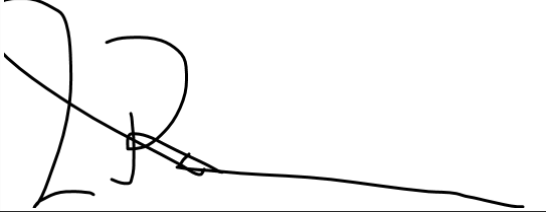
GPS of Location**TookBox Topics**

Select Topic for the Day	Topic Details
No. 1 Safety, Health And Environmental Policies (S.H.E.)	<p>The objectives of Health and Safety regulations are to secure the health, safety and welfare of persons at work and to protect others from risks to their health and safety arising out of, or in connection with, the activities of persons at work.</p> <p>Under the regulations, employers with five or more employees must have a written policy for looking after the health, safety and welfare of all their employees, and it must state the means by which the policy will be implemented.</p> <p>The Health and Safety Executive's Inspectors look for hard evidence that a company is operating an effective safety management system and the first piece of evidence of this will be the written Policy. This is a measure of a company's intention to provide and maintain safe systems of work.</p> <p>The environment is also subject to stricter legal controls. The E.P.A. has been introduced to protect the environment and to prosecute companies and/or individuals who fail to do this. The Construction Industry's work involves potentially polluting activities i.e. working adjacent to watercourses, drains, etc. and in the last few years companies have been prosecuted for contravening the regulations.</p> <p>The effect of environmental or safety prosecutions can be harmful to a company, it can lead to increased costs, adverse publicity, low morale and removal from tender lists. By increasing our S.H.E. awareness, we hope to avoid this and create a positive working environment.</p> <p>To help achieve these goals, Infrastructures has a written S.H.E. Policy, a copy of which is available for inspection at all our operating locations. The person responsible for the organisation of S.H.E. matters on site is normally the Site Supervisor, Managing Director or General Foreman. Have you seen your Company's S.H.E. Policy?</p> <p>The SHE Policy contains the responsibilities, organisation and arrangements a company has in place for SHE issues. If you hold a</p>

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No. 2 Personal Responsibility	<p>position with specific SHE responsibilities, make yourself familiar with them.</p> <p>Relevant sections on personal responsibility contained in the Health and Safety at Work Act are shown below, but what they are basically saying is that individuals must work in a manner which does not put themselves or anyone else in danger. They must comply with all safety requirements advised by their employer and they must not misuse or abuse any article supplied for safety purposes, for example protective clothing or fire extinguishers.</p> <p>HASAWA Section 7 - General Duties of Employees at Work. It is your duty whilst at work: To take reasonable care for your health and safety and that of any persons who may be affected by your acts or omissions at work, You must also co-operate with your employer in health and safety matters. Example: An employer has a responsibility to provide training to his employees; this is now being carried out with this and other programmes. It is therefore your duty to co-operate with your employer and attend these sessions.</p> <p>HASAWA Section 8 - Duty not to Interfere with or Misuse Anything Provided. You must not intentionally or recklessly interfere with, or misuse, anything provided in the interests of health, safety or welfare. Example: The fooling with and misuse of a fire extinguisher; or using a helmet to carry substances in. Helmets are for head protection only.</p>
No. 3 Improvement and Prohibition Notices	<p>If an Inspector from the Health and Safety Executive (Factory Inspector) or Her Majesty's Inspector of Railways is of the opinion that there has been, or is likely to be, a breach of a statutory provision, e.g. The Construction (Health Safety & Welfare) Regulations 1996, he may serve an IMPROVEMENT NOTICE on your employer or you. The notice must state which statutory provision (s) have been contravened and the reasons why the Inspector considers an offence has been committed. The notice should also specify the period of time in which the matter should be rectified.</p> <p>If the Inspector is of the opinion that the activities being carried out involve the immediate risk of serious personal injury occurring, he may serve a PROHIBITION NOTICE on your employer or you; this requires the activity to cease immediately. This type of notice may be served whether or not there is a breach of a statutory provision. The notice must state what, in the Inspector's opinion, is the cause of the risk that could result in personal injury occurring.</p> <p>Appeals can be made against notices to an Industrial Tribunal. In the event of an appeal, an Improvement Notice is suspended until the appeal is either withdrawn or disposed. However, a Prohibition Notice remains in effect unless directed otherwise by the Industrial Tribunal.</p> <p>Ignoring a Notice can result in criminal proceedings being taken against your employer or you. The cost of this could be a 20,000 fine at a Magistrates Court or imprisonment for up to 6 months or an</p>

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	unlimited fine and/or imprisonment for up to two years at a Crown Court.

Signature Log

Name and Position	Signature
Al Borland	
Jill Patterson	
Heidi Keppert	