

Recycling

VGC Group overall recycled 98.7% of all site waste last month.

Please help keep up the good work: make sure all waste is correctly segregated and disposed of.



See it, share it

Well done to Donal McCarthy for noticing that plastic and timber had been mixed together in the waste skip. Operatives were re-briefed on segregation on site.

Please remember to send us good practice and close calls



- Text **07876 448 119**
- Email **Besafe@vgcgroup.co.uk**

Eye and hand protection

In the past year (2015/2016) Network Rail infrastructure projects have suffered:

- 187 eye injuries
- 578 hand injuries



From **1st April 2017** principal contractors working at a Network Rail infrastructure projects worksite will have in place suitable arrangements to control the risk of eye and hand injuries. All staff working on site will as a minimum wear appropriate eye protection and general purpose gloves that meet the Cut5 standard.

Daylight saving - time change

Please all be aware that on Sunday 26 March the clocks will go forward by one hour at 01:00.

Remember:

- Working hours - do not exceed your allowed hours.
- Rest periods - ensure you have the proper break between shifts.

People are more likely to have a workplace accident in the week after the clocks change to summer time, so please be particularly aware of safety.



Environment - bird nesting season

Bird nesting season is from 1 March until 31 July. If you encounter a bird's nest during your work, **stop** and report it to your supervisor immediately.

Disturbing a nesting bird could result in a fine of up to £5,000.



Be right

Our 'Be right' campaign reminds everyone that it's worth making sure you get a task or project right the first time.

The Be right rules:

1. Make the project yours
2. Build the design
3. Do it only once

Look out for the posters over the next few months.

If you have any questions, ask your VGC manager.



Accidents and incidents

Last year almost 60% of VGC injuries were to hands or feet.

There are lots of nerves in your hands and feet - injuries will hurt!

Slips /trips / falls

- Ensure good housekeeping
- Report blocked access routes
- Don't take shortcuts: keep to designated footpaths

PPE

- Wear safety boots
- Wear gloves suitable for the task
- Wear eye and ear protection when necessary

Tools

- Only use the correct tools specified for the job

SSOW

- Always follow the safe system of work you have been given. Do not attempt to take shortcuts or do it a different way.



Please make sure payroll has the right email address for you.

Payroll needs the correct email address to send out your P60 forms. Your P60 shows the tax you've paid on your salary in the tax year (6 April to 5 April).

If any of your details have changed recently, please contact the HR team on 01895 671 800.

Depression and stress

Most people experience ups and downs in life. Being unhappy, stressed or depressed can affect how you feel, think, behave and how your body works, including:

- sleeping problems
- sweating
- loss of appetite
- high blood pressure
- difficulty concentrating.



Recognising the signs of stress can help you figure out ways to cope, and save you from adopting unhealthy habits such as smoking.

- Try setting aside time for relaxation.
- Adopting a healthy diet can help improved your wellbeing and also your general health.
- Tools such as self-help books and online counselling can also be effective way of de-stressing.

If you have any questions about depression or stress contact your GP or seek advice from the Samaritans on 116 123 (free). Please contact your VGC labour manager or HSQE team 01895 671 800 if you have any questions about occupational health.

Machine controllers

Please note: COP0016 - Code of Practice for OTP machine / crane controller checklist has been updated. It should be issued to you at site, however if you require a copy please contact the HSQE team on 01895 671 890.