

Welcome to our latest pick of SHEQ news and events from around CRL

What's changed lately?

Revised Procedures

- Procedure 01 [CRL Health and Safety Policy](#) [minor updates]
- Procedure 18 [Plant & Equipment & PUWER](#) [re safety features]
- Procedure 33 [Health Risk](#) { re needles}
- Procedure 04 [Site Inductions, Toolbox Talks and Training](#) [re collection of personal data, and incl ref to Operatives' Training Supervisor]
- Procedure 04 [APPENDIX - Induction Register FORM](#) [re personal information and clarity re confidentiality]

Revised Forms

- [Form 07A Construction Phase H&S Plan](#) [Site Induction – see below]
- [Form 07B Construction Short Plan](#) [Site Induction – see below]
- Observation App Smartfom [added category of 'Positive Intervention']

What's new or on its way?

New for you:

- [CRL Site Induction Template.pptx](#)
- [Form 01 Handover Record](#)
Now designed to support robust handover from Estimating to Contracts
- [Form 08 Site Safety Rules POSTER POLISH](#)
- [Form 23 EWN](#) *Early Warning Notice*

Coming soon:

- Revised Form B supplier questionnaire
- New Procurement guidance
- Revised Process 04 Supplier & Subcontractor Procurement
- Revisions to Temporary Works procedures following National Highways' audit



Spotlight on

Site Inductions

We need to include a wider range of topics in our site inductions to ensure that everyone on site - including visitors - has the right information, and that we are all supporting the same cultures. New topics to include are :

FIR ~ Modern Day Slavery ~ Quality & Customer

We have also created a Powerpoint template for use on larger sites, which may save you time and will ensure you are covering the minimum information required for CDM.

It now also includes links to relevant documents and other resources.

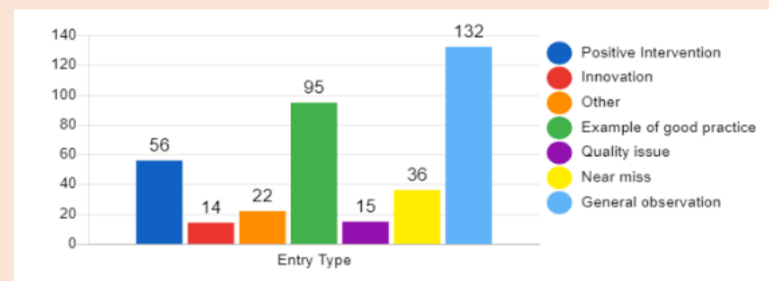
If you would like to talk through the new topics please get in touch with Frances fbanning@crl.uk.com

Changes to the Induction Record form

The individual induction record form has been updated; please use the new version only from now on (link above). Provision of personal and health details is voluntary. NB, if any personal details are included then the records must be kept secure – if the information is held electronically it must be password protected. This information must not be shared or used for any purpose other than the management of health, safety and welfare. When their work on site is finished you should destroy (or delete) the record securely, or the individual may choose to take their form with them.

Observation App

Great to see that even more of you are now using the Observation App – thank you. Here is the latest report summary and link to the full [dashboard](#) :



Well done and thank you to these recent £50 award winners:

- Steve McKeeman : skips
- Bobby Church : pallet on telehandler
- Chris Cravagan : SSOW/subbies
- Liam King : ladder safety
- Daniel Gebreysedik : unsafe use of phones on site

Keep up with the entries everyone, next time it could be you!

If you need any more information or posters, etc, for your office or site, please contact us or your local admin team.

Remember, if you are concerned about anything on site, or observe any Near Misses, you can report these (anonymously if preferred), as well as best practice and innovation, by using the [Site Observation App](#) on any mobile phone via this QR code :



Latest Interesting Reports

- One of our Highways teams prevented likely water pollution when a subcontractor had a fuel spill - they were thanked for their timely Intervention.
- **Jersey car park** : helping the elderly to find parking spaces and return safely to their cars. Also assisted with an epipen for wasp sting. Good community spirit guys!
- A canal-side banksman was challenged for using his phone when on duty observing a forklift – so distracted that he didn't hear others shouting to him...
- Old meaningless signs had been seen on one site, which can be confusing. Ensure that old signage is removed and only current information is displayed.
- Operatives being proactive on site and working with Scaffolders to fix issues with ladders. If it doesn't look right report it.

Innovation, Best Practice & Great Ideas

We have had lots of ideas and improvements over the last few months – so much so that we will be issuing a separate 'Innovation Special' in a few weeks, one to look out for 😊 You can put forward ideas or record initiatives already under way in a variety of ways, including:

- [Site Observation App](#)
- [Good Stuff Register](#)
- [Suggestion Scheme](#) (Appendix 7 of the Operatives and Staff Handbooks)
- talk to your line manager
- talk to someone in the SHEQ team (Steve, Nigel, or Frances, or the Highways team)

Some recent client feedback



- River Dane: "... works completed to a very high standard... Well done to all involved on this prestigious project."
- Hope Cement Works: We recently tightened up temporary works procedures and the Client is very happy with our pro-active approach to improving H&S standards, and states CRL is "...seen as the contractor that sets the standard of what good practice looks like on site."
- Fortem at Newland Dale: "CRL have been a pleasure to have on site, very knowledgeable, helpful, great quality with works completed to high safety standards. Would 100% use CRL on future projects."

CULTURE SURVEY - Can we...? YES we can!

- Thank you all for completing the survey and giving your feedback.
- The results of the survey have been reviewed at board and management meetings.
- A button has been added to the intranet homepage that takes you to available resources and a list of trained mental health 1st aiders by business unit.
- Further mental health training has been undertaken to move towards a mental 1st aider trained in both the workforce and staff including 1 female in each unit.
- Further workshops are planned for leaders and operatives around improving the culture of safety and wellbeing.

If you want to know more or have anything to add to the Library please get in touch: library@crl.uk.com

If you would like to talk about any of the above please contact your supervisor, line manager, SHEQ Advisor, or Compliance Manager fbanning@crl.uk.com