Record attendance to the briefing

- Synchronise PDA / Mosaic phone before briefing
- Record attendance by swiping card on to PDA / Mosaic phone
- **IMPORTANT** re synchronise PDA / Mosaic phone after SOS
What you need to know

1. Close Call numbers down
2. TRM (Compliance PDSW 019 standards) stood down ::::: must complete these
3. Scored inspection on nights 21s
4. Safety commitment breach (JFC)
5. Material storage
6. Noise complaint (Bermondsey) potential to stop works
7. Electronic Step ladder permits
8. Video on considerate constructor
Life Saving Rule 1

Always be sure the required plans and permits are in place, before you start a job or go on or near the line.
Close call numbers down:

Technical problems aside with the submission of close calls we need to make a concerted effort to capture and record close calls.

The machines in this canteen can be used to submit a close call and more. If this is not available we can submit a paper close call. Place them in the PoWRA box.

We are working on restoring the close call link that can be used from your own mobile device.

Submit:
- Close calls
- Powra’s
- Check Powra dashboard
- Search submitted Powra’s

Winners chosen every week to receive amazon vouchers: be in it to win it
TRM: Targeted Risk Monitoring

The project uses a Targeted Risk Monitoring system to identify areas that have a high level of risk and provides a structure of planned inspections.

This system sets out specific questions and helps identify if we are compliant or non-compliant.

Following a recent incident we have stepped up this process and tailored a specific rail TRM covering PDSW 019. This tool is designed to check our compliance.
Safety commitment breach

At approximately 11:57 on the 4\textsuperscript{th} September an operative was observed working on a MEWP using his mobile phone.

In addition to this he was also not wearing his gloves & glasses.

He was stood down put through the Just and Fair Culture review

JFC was conducted with the operative involved which resulted in his removal from the project
Materials storage reminder: space is scarce

Due to the project getting ever closer to EIS (entering to service) we are required to hand back areas on site. Some of these were being used for material storage.

In general the storage of materials on site can be problematic causing obstructions, fire risks, material falling risks, slips trips and fall risk due to poor access and also damage to the materials that have been stored incorrectly.

- Flammable materials to be secured in metal lockup
- Combustible materials to be kept to a minimum
- Careful of stacking materials to avoid risk of falling
- Keep walkways clear fire routes must not be obstructed
- Keep materials stored on site to a minimum
- Utilise just in time deliveries
- Remove waste and unnecessary materials from site

Material storage licence will be required from the station if you require a storage areas within the station.

Before incorrect storage  
After clean up
Fire doors reminder: Please keep shut

An inspection this week with London Fire Brigade highlighted several instances of doors being propped or wedged open. This is in contravention to the fire strategy, in what is now an operational station.

• Please ensure doors are not propped or wedged open.

• If you see any doors which have been propped or wedged, please remove the obstruction and then report to a Costain Supervisor.

• If you come across a door which is not closing properly due a fault, please raise with Costain Supervisor / Engineer so the fault can be logged with the Station.

• Further breaches will result in disciplinary action.

Gary Smith’s photos to be included
WPP Briefing Sign-on Sheet

The new Rev09 WPP format does not include a briefing sign-on sheet. This has resulted in cases whereby Supervisors and Engineers may have been briefed, but have not signed onto their WPP’s.

- All Supervisors and Engineers are required to be briefed on their WPP’s prior to commencing works.

- Once briefed, the Rev08 WPP briefing sign-on sheet is to be used to record this briefing has taken place.

- The TBS should continue to be briefed and signed onto as normal.
Brief recap of incidents from the last 3 weeks

1. Line bock irregularities - NR Significant event/ Costain HPE (Behaviour & Planning)
2. WAH – NR Significant event/ Costain HPE (Behaviour & Planning)
3. Arch penetration NR Significant event (Information & Planning)
4. Alarm activation NR Incident (Procedure)
5. 1 x JC Decauax dropped section of sign into exclusion zone NR incident (Design)
6. 1 x BT Cable at Beazley House steaming 24 volt (Procedure)
7. 1 x Accident security guard broke his finger when he caught it in a door NR accident (Behaviour)
Electronic permits for step ladders go live

Today Contractors using step ladders on the project will be required to raise an electronic permit for the use of step ladders. The electronic permit will replace the permitting system currently being used by NG Baileys.

All new permits will now be raised electronically through SharePoint and approved by Costain until further notice. {The Step Ladder Permit will be authorised only as a last resort}

Step Ladders shall NOT be used as a place of work at height unless

1. a risk assessment produced under Regulation 3 of the Management of Health and Safety at Work Regulations has determined that the use of other means, such as podium steps, tower scaffolds or mobile elevated working platforms, are not practicable due to the features at the site of work that cannot be altered;
2. AND the work is able to be completed whilst maintaining 3 points of contact;
3. The task is low risk;
4. The whole task involving the use of the ladder or step ladder is short duration (less than 20 minutes for the whole duration of use of the ladder);
5. Any surface upon which a ladder rests shall be fixed, stable, firm, of sufficient strength and of suitable composition safely to support the ladder so that its rungs or steps remain horizontal, and any loading intended to be placed on it.
Close Call winners

We want more of your:

Close calls

Feedback

Ideas

Don’t forget to add your name to be in with a chance to WIN!
Before you start work

What Could Go Wrong?
Remember
everyone home safe every day
Be SAFE