



J&A (International) Limited

## **Health and Safety Report 2004**

### Accidents/Incidents for the year.

A Total of 37 accidents for the year, compared to 38 in 2003.

2004 saw the inclusion of IDT(1), Canteen(4) and Near Misses(2) to the statistics.

The largest amounts of accidents due to a cut. This has however reduced from 2003(11) to 2004(7)

The most accidents were in the Screen Room with a total of 11.

**Frequency rate** calculated by: -

$$\frac{\text{No of Accidents in Calendar Year(37)}}{\text{Total No. of hours worked during period (260000 hrs)}} \times 100,000$$

Our rate to year ending 31<sup>st</sup> December 2004 was 14.23 accidents per 100,000 hours

**Incident Rate** – accidents per 100 employees

$$\frac{\text{No of Accidents in Calendar Year(37)}}{\text{Number of Employees 125}} \times 100$$

X100

Our incident rate was 29.6 accidents per 100 employees

### **Reportable Accidents**

During the subject period, J&A reported no accidents to the HSE.

### **Results of audits and inspections.**

**External audit** by the British Safety Council awarded us a Four Star Award and 87.13% (92-100% needed for a 5 star grading).

Most of their recommendations have now been implemented are awaiting there next audit scheduled for April 26<sup>th</sup>, 27<sup>th</sup> 2005.

**Internal audits** raised there were no measurable targets for Health and Safety for the company. This is to be rectified 2005

**Inspections** by Team Leaders, completed monthly, raised actions within each department. Most have been completed.

## **Safety Plan**

The Safety Plan was almost completed apart from Manual Handling Training, which is scheduled for 2005.

The 2005 Safety plan is being reviewed and then approved by the board of Directors.

## **Safety Committee & Safety Training**

The regular meetings of the Health and Safety committee proved how committed the whole workforce is about Health and Safety issues.

2004 saw the committee change in its members and all new members were trained appropriately.

The inspections from the committee 'Potential Non Conformances' proved successful and highlighted several areas for concern, most of which have been rectified.

Some of the members of the committee will need to receive training on Risk Assessments for 2005.

Manual Handling Training will commence in 2005.

## **Health Surveillance**

2004 saw Audiometric Hearing test complete, which will be completed bi-annually.

Airborne Monitoring revealed over exposure to Screenwash Universal in the Emblem Print Department. This is being rectified 2005.

Well-Persons Clinic also completed bi-annually was a good indication to employees how fit they are.

Spirometry testing has been completed.

Skin Assessment – showed good awareness by staff for the use of gloves, barrier creams.

## **Objectives for 2004**

1. The primary objective was to achieve the highly regarded British Safety Council 5 Star award. The audit was April 2004. We achieved 4 stars
2. We will promote Health and Safety at work and at home in various forms and ways. This was achieved by promoting healthy lifestyles, stopping smoking, Driving carefully, toy safety etc.
3. We will lower accidents statistics by fully investigating the causes. This was achieved and all accidents are now fully investigated, including photographs of the event.
4. Work to a structured Safety Plan. This was followed, but could not be fully completed.

## **Objectives for 2005**

1. Objective - To Reduce Accidents.  
Target – To Reduce Accidents Year on Year.
2. Objective - To Use Safer Chemicals.  
Target – To replace some present chemicals with safer alternatives.

3. Objective - To Continue Refurbishments of the Factory area.  
Target – To Refurbish the rest of the shop floor.
4. Objective - To Achieve the British Safety Council 5 Star Award.  
Target – To achieve 5 Stars.