



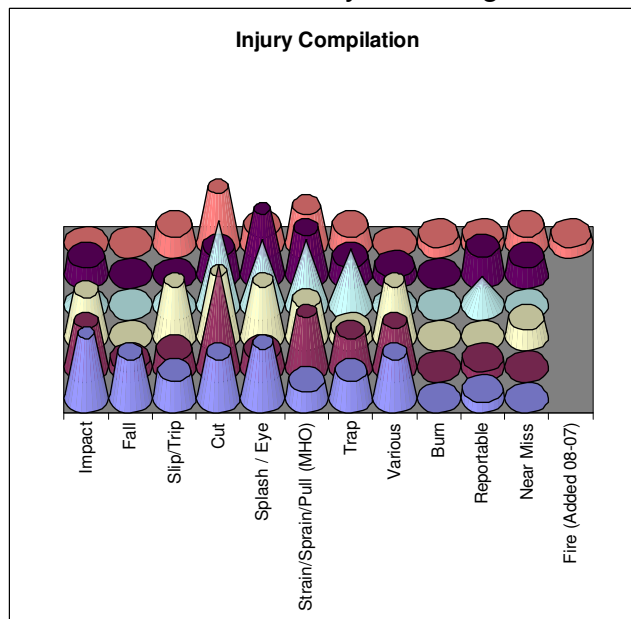
## J&A International Limited Health and Safety Report 2007

J&A has continued to refurbish areas and improve Health & Safety in many areas.

### Accidents & Incidents for the Year:

2007	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Department													Total
Screen Room	1			2		1		2	2			2	8
Fastrac					1	1						1	2
Canteen		1											1
Maintenance							1		1				2
Transfers				1	1								2
SAT1													
Emblems			1				1				1		3
Service													
Embroidery													
Finishing													
IDT													
Stores & Despatch													
IT				1									1
Fires								1					1
<b>Total 2007</b>													<b>23</b>

A Total of 23 accidents for the year. An increase of 1 accident on the previous year. This is with the addition of Fire added to the analysis in August.

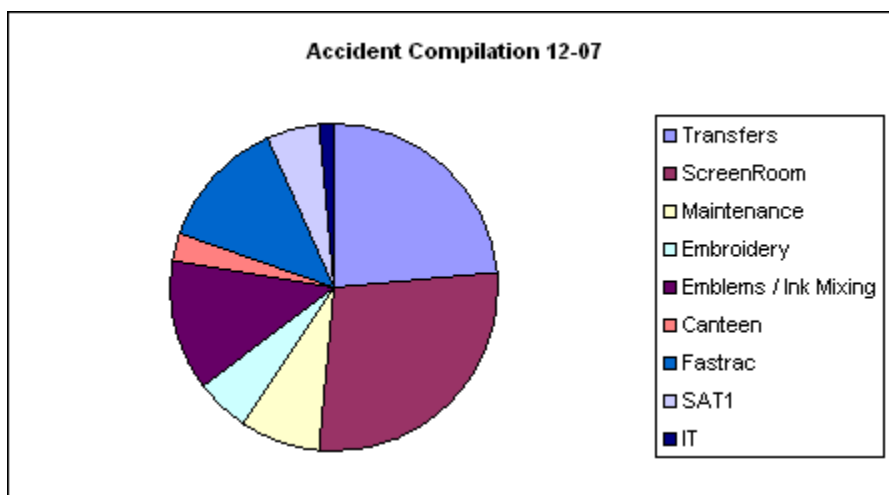


Types of injury, showing the main type of injury was a cut.

Injury Type		2003	2004	2005	2006	2007
Impact	7	5	5	2	2	0
Fall	5	1	0	0	0	0
Slip/Trip	3	2	6	3	0	3
Cut	5	11	7	9	3	7
Splash / Eye	6	2	6	7	7	2
Strain/Sprain/Pull (MHO)	2	6	4	7	5	4
Trap	3	4	1	6	2	3
Various	5	5	6	1	1	0
Burn	0	0	0	0	0	1
Reportable	1	1	0	3	3	1
Near Miss	0	0	2	0	2	2
Fire (Added 08-07)						1
<b>Total</b>	<b>37</b>	<b>38</b>	<b>37</b>	<b>35</b>	<b>22</b>	<b>23</b>

Compiled over the past 3 years show a trend in the Screen Room Department.

Compilation of Department Incidents					
	Department with Incident	2005	2006	2007	Total
	Transfers	12	4	2	18
	ScreenRoom	9	4	10	23
	Maintenance	4	0	2	6
	Embroidery	2	2	0	4
	Emblems / Ink Mixing	2	4	4	10
	Canteen	1	0	1	2
	Fastrac	4	4	3	11
	SAT1	0	4	0	4
	IT	0	0	1	1



The largest amounts of accidents are due to a cut, mainly hands and mainly from sharp edges on screen frames.

The Screen Room Incidents were mainly due to slippery floor. Which was improved in October 2007.

2007 saw the addition of 'FIRE' being added to the incident stats.

### **Frequency Rates**

Calculated by: -

$$\frac{\text{No of Accidents in Calendar Year(23)}}{\text{Total No. of hours worked during period (260000 hrs)}} \times 100,000$$

Our rate to year ending 31<sup>st</sup> December 2004 was 14.23 accidents per 100,000 hours  
Our rate to year ending 31<sup>st</sup> December 2005 was 13.46 accidents per 100,000 hours  
Our rate to year ending 31<sup>st</sup> December 2006 was 08.46 accidents per 100,000 hours  
Our rate to year ending 31<sup>st</sup> December 2007 was 08.84 accidents per 100,000 hours

An increase on the previous year of 0.38.

### **Incident Rate**

Accidents per 100 employees

$$\frac{\text{No of Accidents in Calendar Year(23)}}{\text{Number of Employees 135}} \times 100$$

2004 Our incident rate was 29.6 accidents per 100 employees.  
2005 Our incident rate was 25.9 accidents per 100 employees.  
2006 Our incident rate was 16.29 accidents per 100 employees.  
2007 Our incident rate was 17.03 accidents per 100 employees.

An increase of 0.74 accidents per 100 employees.

### **Reportable Accidents**

During the subject period, J&A reported 1 accidents to the HSE. (RIDDOR)

20-11-07 – Twist to knee – Screen Room.

## **Total cost of accidents and Downtime**

The total cost for accidents during 2007 was £3951 with 385 hours downtime, mainly all due to the reportable accident.

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

### **External audit**

This was conducted by the British Safety Council and they awarded Five out of Five Stars. This maintained the same amount of stars as the previous year.

Maximum Accredited figure 4525

Actual Accredited figure 4184

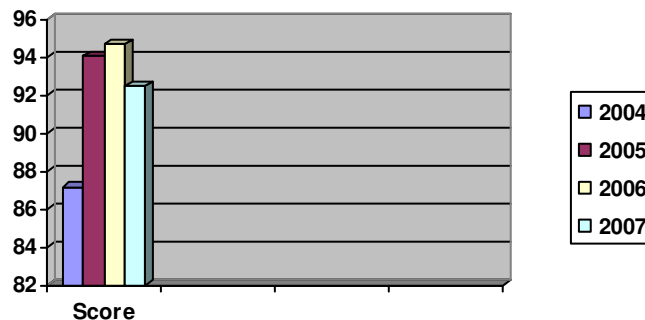
Percentage Achieved 92.5%

2004 -4 Stars -87.13%

2005 -5 Stars -94.07%

2006 -5 Stars -94.7%

2007 -5 Stars -92.5%



Additional recommendations were raised and the majority will be implemented before the next audit.

### **Sword of Honour**

2007 saw J&A International awarded the prestigious 'Sword of Honour' from the British Safety Council. This places J&A in the top 40 worldwide for safety management.

The 'sword' awarded will be placed in our training room.

### **Internal audits**

These were carried out in 13 areas. Non Conformings found were corrected and improved. Training needs to be carried out for new safety representative to carry out this function in 2008.

**Inspections** by Team Leaders completed monthly, raised actions within each department. These were extended to Managers and Directors completing checks of areas.

### **External Visits**

There have been no external visits regarding Health & Safety during 2007.

### **Safety Plan**

The Safety Plan was approved at the start of the year and was run mainly to schedule.

Manual Handling Training has now been completed for almost everyone. The 2008 Safety plan is being reviewed and then needs to be approved by the board of Directors.

### **Safety Committee & Safety Training**

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

These tours are reviewed for performance/ suitability at further meetings. 2008 will see the additional of checking past inspections to ensure compliance.

The committee has been invaluable in promoting Safety within Departments and in 2008 further training is planned to keep the Reps up to date with changing requirements.

### **Health Surveillance**

#### Airborne monitoring levels for 2007:

Screen Washroom – 0.06

Live Screen Washing – 0.6

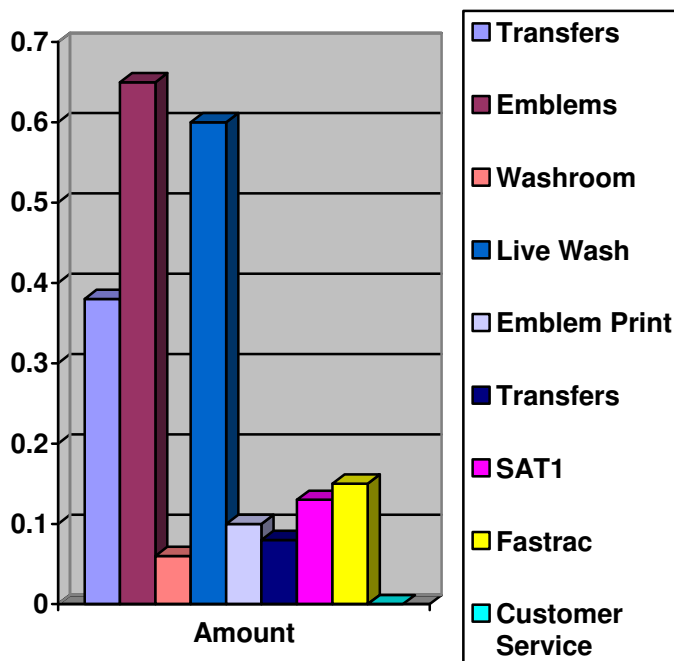
Emblem Print – 0.1

Transfers – 0.08

SAT1 Printing – 0.13

Fastrac – 0.15

Customer Service – 0



If the value was 1 then we would be at the exposure limits. So all results are well below this level, and we will continue to try to improve this.

### **Skin Assessments**

This year we used a combination of visual techniques and dermal hydration technology to check individual's hands. This proved worthwhile and improved the awareness about looking after hands.

### Stress

Stress surveys were carried out in Customer Service with no concerns.

### Spirometry

The local surgery carried out Spirometry testing for some employees. If necessary the employees were advised to see their GP if any grey areas were shown to be present.

### Audiometric

Hearing tests were carried out for staff affected or possibly affected by noise. If concerns were raised the staff were referred to their own GP.

### Well Persons Clinic

Offered for staff interested for confidential results of blood pressure, fitness etc.

## **Objectives for 2007**

1. Objective - To Reduce Accidents.  
Target – To Reduce Accidents Year on Year.

### **Target Not Achieved and increased to 23**

The addition of FIRE to the incident category in August made the increase.

2. Objective - To Use Safer Chemicals.  
Target – To replace some present chemicals with safer alternatives.

### **Target achieved replaced some chemicals.**

3. Objective - To Maintain the British Safety Council 5 Star Award  
Target – To achieve 5 out of 5 Stars

### **Target achieved – achieved 5 out of 5 Stars.**

4. Objective - To Improve the ScreenWash area  
Target – To have a better working environment.

### **Target achieved**

5. Objective - To Reduce Miles Travelled by occupational drivers  
Target – To reduce miles and have car checks completed.

### **Target not achieved.**

This has been reviewed in 2007 and a new system for customer / potential customer visits has been formalised. This means better work planning in conjunction with a new 'Occupational Road Users' Policy.

### **Details of the main safety issues and concerns at the time of this Report**

The main area for concern is the Screen Room Area. The Washroom section of this department has been improved but the other area needs to be remodelled. The main issues are:

- ⇒ Space – at busy periods there is limited space in the area.
- ⇒ Layout, Ergonomic Layout – This could be improved
- ⇒ Storage - Chemical storage could be greatly improved.