



Safety First Briefing

March 2018

A note from Brian Madden, Head of Safety for ISS Labour Ltd:



Welcome to our Safety First Brief for March.

I'm sure I'm not the only one who had trouble in the last month with the weather we all experienced, and the impact it had on travelling around the country. The extreme weather caused a lot of problems, and in the most part people were taking as much care as possible to avoid any incidents. In fact, we experience fewer issues when the weather is so extreme, than we do in "normal" circumstances. This is because the change in conditions keeps us alert, and avoids the complacency which is present when doing a repeated task like driving.

It's very important that you take care at all times when driving, and try to avoid any distractions. Now we are approaching what should hopefully be some better weather, we must all take care and drive with the same consideration and attention that we had when it was so challenging on the roads. We have a range of driving resources and recently had a poster campaign about vehicle use. If you need any more information contact sqeteam@isslabour.co.uk or call 01332 370829 option 4.

I'm encouraged by the increased number of close calls over the last month, but would remind you to feel free to contact the close call hotline with anything you may see or experience that could be a hazard. The number is 07870 842610 and you don't have to leave a name if you prefer not to.

Close calls help us stay safe, and you can make a difference by raising awareness of a hazard – you are the best person to spot any issues, and the most likely to be affected, so please take a moment to highlight anything of concern.

Finally, if there's anything of concern you'd like to raise, contact me on 07377 877555 and we can discuss further.

Thankyou,
Brian

Accidents and Incidents

During February there were 1 accident and 1 incident reported:

1. Accident Details

A closure rail was cut too long, re-cut and still too long. Plan onsite changed to attempt to jack up the rail to allow it to fit in place, then lower off under own weight. While jacked up, rail started to slip. IP tried to stop rail slipping off jack and struck with hammer. Rail slipped off jack and dropped down, IP's foot was partially trapped under the rail.

Investigation

IP should have avoided standing too close to rail. Method of jacking up to fit rail into place should have been challenged. Rail slipping off should have been considered. Machine to position rail into place could have been used.

Recommendations

IP re briefed on personal safety and consideration of the task being undertaken.

2. Incident Details

Machine tracked onto cables in the cess damaging them. Machine was working near a bridge so MC was concentrating on the arm of the machine. Limited clearance was a big issue.

Investigation

The machine was in a tight area, the machine controller was concentrating on the main hazard (bridge).

Recommendations

Briefing and discussion with the MC about awareness of hazards and safe positioning. MC also to attend awareness day at AP Webb about machine capabilities and restrictions.

Announcements



Congratulations to Neil Gooding on receiving January's Safety Award from Volker. This was for raising a close call for using the wrong blades on a rail saw.

The impact of this could have caused serious harm, and this was recognised by our client leading to Neil earning the Outstanding Contribution to Safety Award.

Well Done Neil.

In Manchester, **Liam Porter** has been consistent in raising and rectifying close calls for potential hazards on various sites.

The SQE team recognise Liam's good work and will be rewarding him with a gift voucher.

Well Done Liam.

ISS Close Call Number: 07870 842610

Positive Feedback

Brian Lewis from SM2 S&C North Alliance

'Please pass on my thanks to Steve Derby and his lads , and Pete Searle and his lads , they did fantastic with the scope of work that was needed . Above and beyond with the time and resources. '

Robert Blackstock, S&C North Alliance

*Team Crewe,
Just wanted to thank you for a great deployment this weekend. Seamless and text book. Great reporting and photos throughout. Rest up now. Get ready for next weekend. Do not sit back - maximum alertness, readiness and safety vigilance. Execute the Plan. Do not change the Plan. Well done. Please pass on. I am delighted with your achievements.*

Close Call Reporting

We had 48 Close Calls reported since the last briefing:

Date Raised	Location/ Site	Details	Risk Level	Date Closed	Comments
06/02/2018	Ashton – Richmond St Compound	Galaxy lights not charged during day and ready for the nightshift	Caution	OPEN	
06/02/2018	Ashton – Richmond St Compound	P-way store inaccessible due to untidiness and poor housekeeping	Care	OPEN	
07/02/2018	TY Pella	SOR GOOD PRACTICE: Machine Controller (Jodie Forsyth of ISS) displayed positive safety attitude keeping within speed limits on track, sounding horn when required and ensuring safety of all personnel aboard the personnel carrier.	Good Practice	CLOSED	Raised by client
07/02/2018	Ty Pella	ISS staff member (KH) wearing Keltbray branded PPE	Care	CLOSED	Raised by client
07/02/2018	Ty Pella	ISS staff members not wearing hearing protection while using nut runner. Safety conversation had about noise induced hearing loss, safety sign on equipment clearly showing hearing protection and both had ear defenders attached to hard hat.	Caution	CLOSED	Raised by client
11/02/2018	Pangbourne East	Nominated Person for ISS Labour had a door-to-door duration of 14h 50m. Consequence: Possible fatigue issue. Action Taken: Exceedance raised as a Close Call.	Care	CLOSED	There was nobody in the MAC Rail cabin when he was leaving site therefore he called MAC Rail up once he arrived home. Did not require any accommodation from his rostered shift times either as he was being relieved from his NP duties at 04:00.
11/02/2018	Pangbourne East	No working toilets	Care	CLOSED	Site manager informed
11/02/2018	Pangbourne East	ISS staff member presented on site to sign in without Helmet light.	Care	CLOSED	Light was charging in van.

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11/02/2018	Ashton	Lighting cable hanging over in the cess. 3m 1240Y. Trip Hazard	Caution	CLOSED	Moved behind trough route to prevent trips.
13/02/2018	Ashton - Currier Lane	Troughing lid in CESS could cause trip hazard. & m 4ch	Caution	CLOSED	Put lid in correct place.
14/02/2018	Poulton le Fylde (Preston to Blackpool)	Full and clear briefing by SAC when signing into Aldon Road compound.	Good Practice	CLOSED	All contact and site details appeared to be in place.
14/02/2018	Poulton le Fylde (Preston to Blackpool)	COSS not wearing badge or armlet	Care	CLOSED	Safety conversation had.
14/02/2018	Poulton le Fylde (Preston to Blackpool)	Not all staff in possession of Cut 5 gloves (3 x), or wearing safety glasses despite having on their person.	Caution	CLOSED	TCM sent for gloves from Van. Glasses put on by staff. Safety conversation had also, and staff arranged to visit office for briefing.
14/02/2018	Poulton le Fylde (Preston to Blackpool)	Some PPE in poor condition, dirty. Nature of drainage works.	Care	CLOSED	Non-compliant PPE to be replaced.
14/02/2018	Poulton le Fylde (Preston to Blackpool)	No facilities at Poulton le Fylde station (except Murphy's cabins which can be used for toilet only). No facilities onsite for staff to take breaks or eat/drink.	Caution	CLOSED	Staff to arrange for breaks to be taken in appropriate place.
14/02/2018	Poulton le Fylde (Preston to Blackpool)	ISS staff not wearing ear protection while cutting drainage pipes.	Care	CLOSED	Safety conversation had.
14/02/2018	Poulton le Fylde (Preston to Blackpool)	Volker POS rep onsite supervising plant activities.	Good Practice	CLOSED	
14/02/2018	Poulton le Fylde (Preston to Blackpool)	2 x MC/CC onsite with no Dect-comms. Using back-to-back radios. Raised to POS rep who obtained replacement DECT COMMS	Care	CLOSED	POS rep responsive and rectified situation.
14/02/2018	Poulton le Fylde (Preston to Blackpool)	Access gates (x2) unlocked on arrival - including to trackside.	Alert	CLOSED	Gates closed on entry. Gateman in place before leaving site.

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14/02/2018	Poulton le Fylde (Preston to Blackpool)	Various debris along the side of track, presumed to be walking route as trains and RRVs occupying rails. Open access pits, and cable troughing.	Caution	CLOSED	Raised to TCM and rectified during inspection.
14/02/2018	Poulton le Fylde (Preston to Blackpool)	Some equipment appears to be left at side of track - no designated storage.	Caution	CLOSED	Raised to TCM and rectified during inspection.
14/02/2018	Poulton le Fylde (Preston to Blackpool)	Some fuel cans and equipment not stored on bund or plant nappy.	Caution	CLOSED	Rectified onsite - moved onto correct bund.
14/02/2018	Poulton le Fylde (Preston to Blackpool)	Client supervisor onsite with no safety glasses.	Caution	CLOSED	
14/02/2018	Poulton le Fylde (Preston to Blackpool)	Machine Controller wearing wrong PPE - other sponsor's PPE.	Care	CLOSED	Manchester office ordering correct PPE
15/02/2018	Derby office	1 Staff member's vehicle not reverse parked.	Care	CLOSED	Vehicle re-parked in correct manner.
15/02/2018	Huddersfield to Bradford	Rail trolley found to have frayed areas on the wire linking for braking mechanism.	Caution	CLOSED	Trolley quarantined and plant supplier informed
17/02/2018	Richmond St	ISS staff member presented on site to sign in without Helmet light.	Care	CLOSED	Provided at Second attempt
17/02/2018	Ty Pella	Observed via CCTV: ISS staff with no safety glasses and non-compliant backpacks.	Caution	CLOSED	Staff reminded of PPE policy
17/02/2018	Taplow	ISS staff member signing in with no FFP3 mask	Care	CLOSED	Provided at Second attempt
17/02/2018	Taplow	ISS staff member signing in while unshaven	Care	CLOSED	Staff reminded of rules for this project
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Close Call Reporting

Date Raised	Location/ Site	Details	Risk Level	Date Closed	Comments
18/02/2018	Exeter St Davids	Babcock and ISS staff not wearing gloves and safety glasses.	Care	CLOSED	Staff reminded of PPE policy
18/02/2018	Gorton Road	ISS staff member presented on site to sign in without Helmet, gloves or glasses.	Care	CLOSED	Provided at Second attempt
18/02/2018	Gorton Road	ISS staff member presented on site to sign in without Helmet light.	Care	CLOSED	Provided at Second attempt
18/02/2018	Gorton Road	ISS staff member presented on site to sign in without PPE	Care	CLOSED	Provided at Second attempt
18/02/2018	Gorton Road	ISS staff member presented on site to sign in without Helmet light.	Care	CLOSED	Provided at Second attempt
18/02/2018	Gorton Road	ISS staff member presented on site to sign in without Helmet light.	Care	CLOSED	Provided at Second attempt
18/02/2018	Gorton Road	ISS staff member presented on site to sign in without Ear protection	Care	CLOSED	Provided at Second attempt
18/02/2018	Gorton Road	ISS staff member presented on site to sign in without Helmet light.	Care	CLOSED	Provided at Second attempt
18/02/2018	Taplow	ISS staff member did not sign out	Care	CLOSED	Message sent to remind of necessity to sign out on all occasions
18/02/2018	Crewe Leicester	ISS CC did not arrive for shift	Care	CLOSED	ISS on-call contacted
21/02/2018	Low Moor Station	ISS staff member raised close call for damaged lock at Low Moor station which needs replacing.	Caution	CLOSED	Lock changed.
25/02/2018	Leicester	ISS CC did not sign out	Care	CLOSED	
26/02/2018	Derby GB112/22A	OLE Fault: the live Spigot came off at the weekend on the up Derby GB112/22a.	Caution	CLOSED	Client has added fault to system, spigot to be renewed in week 51.
28/02/2018	Derby Office	1 x packs of out of date railway detonators left on the side and not locked away in an approved explosives box.	Alert	CLOSED	Detonators removed to suitable storage, and disposal arranged.

Vehicle Accidents



PJ16 PRX

Make/Model: Peugeot Partner

Date of Incident: 11/02/2018

Time: 6.00am

Location: M62

Road Condition: Poor

Weather: Rain, Wet, Snow and Ice

Description: The driver was heading home on the M62. Due to the heavy sleet and poor driving conditions, the rear of the vehicle lost grip and started to veer off towards a HGV. The driver pulled the car back which caused it to collide into the central reservation.

Damage: Driver Wing and wheel

Outcome:



MW16 NRF

Make/Model: Peugeot Export

Date of Incident: 12/02/2018

Time: 20.55

Location: Thistle Hotel Terminal 5

Road Condition: N/A

Weather: N/A

Description: Drive received a phone call from the hotel as the vehicle was broken, resulting in damaging the door and items were stolen.

Damage: Driver, passenger door and back panel bent

Outcome:

Vehicle Accidents

YN16 XBN

Make/Model: Peugeot Boxer

Date of Incident: 10/02/2018

Time: N/A

Location: Ludstone Avenue

Road Condition: N/A

Weather: N/A

Description: The vehicle was parked on the side of the road after a shift. When the driver returned to the vehicle the following day he found damage to the passenger side door front end.

Damage: Passenger front end

Outcome:

YP66 UWY

Make/Model: Audi A6

Date of Incident: 17/02/2018

Time: 9.00am

Location: Wigan

Road Condition: Average

Weather: Cloudy

Description: Car parked in front of drivers house. When driver returned to vehicle the wing mirror was damaged

Damage: Drivers side mirror

Outcome:

Industry Alerts

Safety Bulletin – SB05-18

Background Information

Two loading bays are being used on the Runcorn Viaduct Project at each side of the main span, to load materials and equipment on to the structure. The loading bays were fully compliant and signed into operational use in October 2017 as part of the temporary works requirements. The project has had 2 unconnected incidents during lifting operations using the electric hoists attached to the loading bay frame.



What Happened?

Following a review of the loading bay methodology by the project team including members of the sub-contractor team from Taziker Industrial, it was highlighted that some improvements could be made to the loading bay and equipment used to undertake the lifting operations. It was agreed to suspend further lifting and to carry out a full review of the current temporary works design with a view to make improvements to prevent any future accidents or incidents. This decision is likely to cause the project some delay to programme and additional costs to redesign and implement changes but was considered good practice and the right thing to do to minimise & reduce the risks identified.

Fast Facts

Both the design and the methodology for the use of the hoist were planned and met all the necessary requirements but in some cases, they do not work as anticipated on the ground. So, as we have done if it's not right, change it.

Remedial action

The project team are reviewing the current approved design and will make the required changes to the loading bay before signing back into operational use.

Industry Alerts

Safety Bulletin – SB06-18



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



Never undertake any job unless you have been trained and assessed as competent.

Background Information

A Track Trolley being utilised to support material distribution on the Weaver Wavertree project collides with another operative pushing a track trolley in front.

What Happened?

During a planned weekend shift to install SPT hardstands including delivery of supporting materials from Runcorn viaduct an incident occurred which involved an operative trapping his leg between two track trolleys.

The shift commenced at 07:00 on Sunday with operatives signing in at Speke compound.



The operatives then made their way around to Runcorn Station RRAP. The distribution of materials was underway and at the time of the incident 25kg type 1 MOT bags were being distributed to the maximum of 1 ton. There were 3 track trolleys in a chain; The IP was the middle track trolley with a Track Trolley in front and a further trolley behind.

Whilst the IP was pushing the trolley he stopped to change his grip on the handle, the following track trolley did not realise quick enough that the trolley in front had stopped and applied the brake but was unable to prevent the track trolley coming into contact with the IP's leg. The IP did try to jump clear after receiving a warning but was unsuccessful and the trolley struck the back of his leg causing swelling.

The IP's injury was assessed and after a period of time and rest the IP advised the pain and swelling in the left leg was worsening and the site supervisor requested that a fellow operative assist the IP from the track and take him to hospital. The IP was taken to Liverpool Royal Hospital for treatment and x-rays later confirmed that no bones had been broken and the IP had suffered bruising to his left calf muscle.

The track trolley was immediately quarantined after the incident and the supplier called to attend site the very next day to carry out a break test. The service report confirms the breaks were well above the minimum brake force of 80nm. Wheel (1) 139.8nm and wheel (2) 126.0nm.

The incident has been reported to SCO 24/7 and a detailed Level 1 investigation is currently underway.

Discussion Points:

☐ The initial report indicates that the trackman lost his grip due to the weather conditions and stopped the trolley to gain a better grip and in doing so prevented the following track trolley sufficient time to react causing a collision. What has been later confirmed is that the following Track trolley was utilising a Vortex pole to operate the breaking system.

Remedial actions:

Whilst the investigation is ongoing, please discuss the following with your teams

- ☐ Is a track trolley the most suitable piece of equipment for the task being carried out?
- ☐ Have the hazards and controls measuring for the use of a track trolley been implemented into the Risk assessment, work Package plan and Task briefing with the controls fully understood?
- ☐ Have you ensured the track trolley complies with NR/L2/RMVP/0200 module P513 (Issue 3)?
- ☐ How do you ensure the equipment being used is fit for its intended purpose?
- ☐ Have you been trained and assessed as competent to use the equipment?
- ☐ How do you load the trolleys correctly? Also ensure they are not overloaded in order to not affect visibility?
- ☐ How do we plan to ensure there are sufficient numbers of trained operatives to use this piece of equipment?
- ☐ Do we plan to ensure there are sufficient people to managed a loaded trolley?
- ☐ How do we determine the gradient is sufficient and will not affect the safe operation when being utilised?
- ☐ Do all trolley operators fully understand their duties and what checks they should carry out before setting off?
- ☐ Is there a safe distance that should be maintained when operating track trolleys in a convoy?
- ☐ Could a DETT com system be used when operating in convoy as a secondary control measure?

Industry Alerts

No - 18/01

CROUCH HILL - UNBONDED SCAFFOLD

During the weekend, scaffolding was erected on a road over rail bridge at Crouch Hill Station in readiness for bridge jacking operations to take place.

The scaffolding structure was erected above the overhead line equipment (OLE) and at the current time, the overhead line equipment is not fully energised. However, there is a possibility for the overhead lines to become energised for testing purposes and for this reason, it was agreed that the scaffold structure would need to be electrically bonded (earthed) to allow for any electrical current affecting the scaffolding to dissipate safely.



During a routine site visit that was carried out today, it was noted that the temporary electrical bonding had not been applied to the structure following its erection. This could cause a "touch potential" hazard for any person that may have come into contact with the scaffolding structure.

Additionally, the scaffold support towers located at the end of the platforms had no anti climb fencing fixed to them causing an additional trespass and unauthorised access hazard.

Currently, all work on site has been suspended and remedial work is being undertaken to install the electrical bonding via connection to the signal structure.



Additional fencing is also being installed to the platforms and the access bridge to prevent access onto the scaffolding.

An operational close call has been raised and a full investigation in conjunction with the Network Rail Safety Manager is underway. The findings of this investigation will be communicated and shared following the completion of the investigation.

Safe by choice... not by chance

Industry Alerts

NetworkRail

Shared Learning

IP Central

RIDDOR Injury from Foot Trap at Newton le Willows

A Supervisor, had his foot trapped between two steel auger tubes, resulting in a fractured metatarsal bone in his foot.

Details:

The Supervisor (IP) was carrying out a pre-lift inspection of the auger tubes and was standing in-between the tubes. There was an issue with the location of the lifting straps which required one of the straps to be moved. This was carried out, by attaching the crane lifting gear to one end of the tube to lift the tube slightly to adjust the straps.



The near side tube end was lifted off the ground by the crane operator without the permission of the Slinger/ signaller. On noticing this movement, the slinger/ signaller gave the crane operator the instruction to lower.

As the tube was being lowered back to ground level, the tube rolled off its existing resting place towards the other tube, resting against it, but also trapping the IP's boot/ foot between the two tubes.



Shared Learning:

Exclusion of the workplace: Ensure when materials are to be lifted or moved, that all persons are removed from the area prior to lifting taking place.

Storage of materials: Materials of this nature (circular in size and dimension) tend to move unexpectedly when being lifted or moved. Therefore materials must be stored in a safe manner, in this case ideally in purpose made stillage's, adequate in size for safe storage and safe future handling.

Planning: Ensure correct planning and risk assessments are in place for safe storage and handling of materials.

Communication: Ensure that the communication strategy is in place and operating effectively.

For more information please contact Martyn Baraclough, Rail Assurance Manager, Galliford Try on 07425632359

Health & Wellbeing

Get talking
about mental
health.

Mental Health

BE IN YOUR COLLEAGUE'S CORNER

1 in 4 of us will experience mental health problems this year.
If a team mate is acting differently, step in.



time to change

let's end mental health discrimination

ISS would like to commit to changing how we think and act about mental health in the workplace. We want to ensure that anyone facing these problems feel supported and able to reach out to someone.

THE FACTS

- Nearly one in three people have experienced mental health problems while in employment
- 95% of employees calling in sick with stress gave a different reason
- The leading cause of sickness in the UK is related to Mental Health
- 48% said they would not talk to their employer about their mental health

WHAT ARE WE GOING TO DO?

ISS do not want you to be part of the 48% that feel you can not talk to you employer.

We plan to prevent the facts above by;

- Promoting wellbeing for all our staff
- Tackle the causes of work-related mental health problems
- Support anyone experiencing mental health problems

This section within the Safety Brief will be permanent and we will provide monthly updates. Our first step will be to sign the Employers Pledge run by Time to Change. By signing the Pledge we will join more than 450 employers in England across all sectors including departments within the government and FTSE100 companies. We will develop an Action Plan and Time to Change will work with us to plan to get you talking about mental health.

ACTIVITY FROM TIME TO CHANGE - Am I really fine??

We get asked how we are, countless times by people, strangers, close ones and acquaintances. Our response is often a polite, I'm fine thank you how are you? We often respond in this way even if we are feeling anything but fine! This is a habit that hides how we truly are and can stop a conversation before it starts.

This activity is as simple as it is daring as it involves breaking away from one of our ingrained habit of telling others we are 'fine' when we are not. Whenever anyone acknowledges you by asking how are you? Instead of politely replying, 'I'm fine', politely reply how you truly are. If you are feeling fine then see if you can reply in another way that says you are fine without using the words 'I'm fine'. Notice how the other person reacts. Then invite them to share by asking them how they are.



www.mind.org.uk

www.timetochange.co.uk

We're supporting

time to change

let's end mental health discrimination

Environmental

Bird Nesting

We are about to enter a period of the year where birds start to nest on site. Nesting birds are protected all year round (even pest species). However from March to September projects have a higher risk of encountering them; incurring programme delays and increased survey costs.

What to be aware of?

Be aware of risks involved in carrying out certain works and bird nesting

- ✓ It is an offence under UK wildlife legislation to disturb a nesting bird and fines of £5,000 per nest, bird's egg or chicks will be enforced.
- ✓ All birds, even pest species are protected.
- ✓ Birds don't only nest in trees. They may nest in lower lying scrub, hedgerows, grass, tunnels, buildings and underpasses. Even vehicles have had birds nesting in them.



What should you do on site?

- ✓ Remove vegetation and habitat before the active bird nesting season
- ✓ Always obtain advice prior to starting works that may impact on nesting birds from the HSEQ department or project ecologist.
- ✓ If removing vegetation in the bird nesting season an ecologist should be present to visit the site prior to the removal and check for active nests.
- ✓ If a nest is present, a 10m exclusion zone needs to be set up around the area and left until the nest has been deemed inactive by an ecologist.
- ✓ If carrying out devegetation works and it is clear that no nests are present (i.e. if trees have no leaves) complete a risk assessment form (GP.1205.F01) and provide evidence with photos of each tree/patch of vegetation.
NB the emphasis is on Buckingham Group to prove a nest wasn't present rather than others to prove one was present
- ✓ Any unplanned disturbance to a birds nest must be recorded and reported using the HSEQ reporting tool

Feedback

We would like your feedback on any safety related issues that may help us improve the business and prevent further accidents and incidents.

We endeavour to minimise all foreseeable risks to you when you are at work. However you see what happens out there on a daily basis far more than we do, and will no doubt have some very valuable ideas or suggestions on how to make our industry a safer place for everyone. We would like to hear from you but appreciate you may want to remain anonymous. We value your opinion and thus confidentiality will be guaranteed when receiving your comments. You can send us feedback in any of the following ways:

- Send an email to the SQE Team directly sqeteam@isslabour.co.uk use the hashtag #Feedback in the subject heading and someone will contact you within 24 hours to acknowledge receipt of your message
- Complete the slip at the bottom of this page and take it into your nearest ISSL depot
- Call or text any of the “On Call” phone numbers listed on the rear of your Authority To Work Card
- Go to any ISSL Depot to talk to a senior member of the team, who will welcome feedback and consider confidentiality at all times
- Speak to any of the senior team when you meet them on-site for briefings or safety related visits.

Feedback Slip: **Monthly Brief**

Your name or contact number is optional. The detail is the most important section to complete



Name:	Details:
Local Office:	
Date:	
Contact No:	
Subject:	

