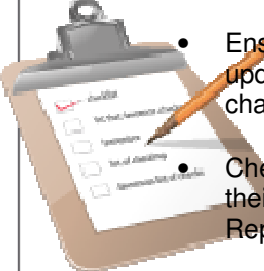


*Welcome to the first Safety Newsletter of 2014. We wish everyone a Safe, Happy and Incident Free New Year!*

## Be Prepared.....!

Before starting any job it's important to ensure you have everything you need to complete the task safely, efficiently and cost effectively:-

- 
- Ensure all drivers are fully briefed and updated on any potential safety issues, changes in procedure and equipment.
  - Check all drivers have a roof pole and their PPE is complete and in good order. Replace any missing or damaged items.
  - Inspect all equipment and vehicles regularly; ensure the roofs operate smoothly, curtains are in good condition, straps and ratchets are in good condition and stored tidily. Report any defects and arrange for repairs immediately.

## Baby, it's cold outside.....

The winter weather can make ordinary driving situations very difficult for any driver, but for an HGV driver with a loaded trailer it is especially challenging.

Keep trailers free from snow and ice – check the roof is clear and operates freely.

Ensure the loads are secured correctly and according to the LRG's before leaving site. Check the restraints for slackness en-route

Keep to the speed limits and stay alert for any sudden changes of road condition.

**All RTA's, load shifts, incidents or accidents must be reported to P&O Ferrymasters Ltd immediately.**

## Stop, Check, Report.....Incident Reporting

After an accident or incident with a loaded trailer please ensure the following procedure is followed:

- ! **Stop** in a safe place.
- ! **Check** the load - has it moved? Check the load securing and re-tighten if necessary. Take photos, especially if the load has moved or damage to product or trailer has occurred.
- ! **Report** the issue to POFM immediately.



We have a link on our website which will enable Hauliers to download and complete the Incident report which is required to be filled in within 24 hours of an incident occurring.

<http://www.poferrymasters.com/tatasteel/health-and-safety/haulier-incident-reporting/>



## Driver CPC

There's now less than 8 months left before the 10 September 2014 deadline for lorry drivers with acquired rights to complete their first round of 35 hours, or 5 days, periodic training.

Not being aware of Driver CPC is no excuse. Drivers must complete this training if they want to continue driving professionally.

VOSA will check the CPC status of all drivers and will impose fines of up to £1000 for operators and up to £400 for individual drivers.

If you would like to register your interest in our CPC training course please email [drivertraining@pofm.com](mailto:drivertraining@pofm.com)

## New Tata Load Restraint Guidelines

The Tata Load Restraint Engineers are in the process of reviewing the following:

- Hartlepool Loose Tubes
- Black Bar in bundles
- Coil in Cradles (wooden)
- Cogent Coil – Bore Vertical

These will be communicated and added to our website when completed.

## Personal Protective Equipment (PPE)

Accompanying this newsletter is PR14.01 to remind hauliers and drivers of the importance of PPE and stockist information.

## And finally.....

*A wealth of helpful driver and haulier safety information is available on our website, to assist in educating drivers and to keep you constantly up to date:*

[www.poferrymasters.com/tatasteel](http://www.poferrymasters.com/tatasteel)

## Personal Protective Equipment (PPE)

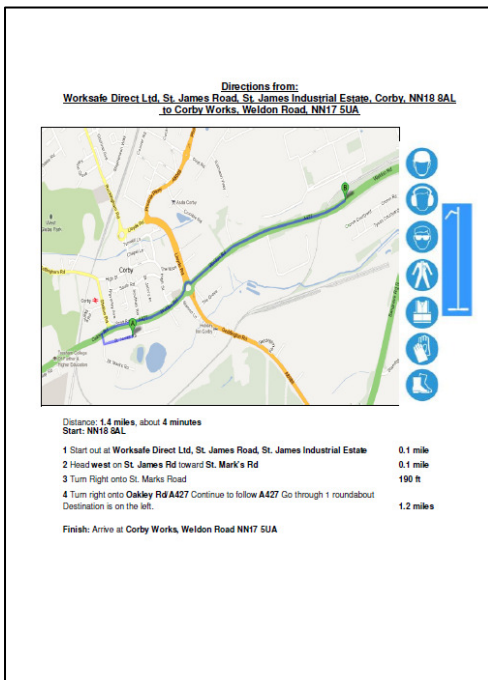


Wearing Personal Protective Equipment (PPE) is a mandatory requirement when collecting from or delivering to Tata Steel sites. We request drivers carry all seven items of PPE and a roof pole, which will ensure he is fully equipped for all Tata sites.

To help hauliers and drivers arrive on site with the correct items and to replace lost or damaged equipment, P&O has identified local stockists in close proximity to Tata collection points where drivers can buy missing or faulty equipment.

All sites stock:-

- Safety helmets
- Chin straps
- Safety boots
- High visibility clothing
- Gloves
- Hearing protection (ear defenders)
- Safety glasses



Roof poles are available from:-

- Ellis Timbers – Rotherham, Brinsworth & Stocksbridge
- Fixings - Hartlepool
- Worksafe – Corby

To see individual site requirements please go to our website

[www.poferrymasters.com/tatasteel/health-and-safety/driver-equipment-suppliers/](http://www.poferrymasters.com/tatasteel/health-and-safety/driver-equipment-suppliers/)

where you can find details of Tata locations and local stockists with downloadable maps