



# ◀ STEPPING UP WEEK IS BACK! WHAT WILL YOU DO TO STEP UP THIS TIME?



Stepping Up Week takes place from 28 April - 2 May 2014

For more details, your 'Target Zero Leader' is

**MOVING LONDON FORWARD**





# ◀ **STEPPING UP WEEK**



**What will YOU do to STEP UP?**

*“Our site is continually changing, I need to make sure that it is coordinated and everyone tidies up after themselves”*



**Foreman (C340)**

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Contact your ‘Target Zero Leader’ for more details

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# ◀ **STEPPING UP WEEK**



**What will YOU do to STEP UP?**

*“Lifting operations and pinch points are a key risk for us - I need to make sure that everyone is aware of the lifts and where the load is”*



Supervisor (C340)

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# ◀ STEPPING UP WEEK



What will YOU do to STEP UP?



Electricians Mate (C405)

*"I will follow my method statements and continue my NVQ Development"*



General Operative (C340)

*"I need to make sure that I always inspect the area before I start"*



Digger / Loading Operator (C510)

*"I watch out for everyone and stay vigilant while operating plant"*

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# ◀ STEPPING UP WEEK



## What will YOU do to STEP UP?



**Health and Safety Manager (C405)**

*"As the risks are continually changing, we must continue to treat every day as a new day"*



**General Operative (C340)**

*"I need to make sure that I always inspect the area before I start"*



**Traffic Marshal (C405)**

*"Continue to coordinate the vehicle movements, ensuring the correct barriers are in place"*

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# Stepping Up Week Schedule

Contract Number

Monday 28 <sup>th</sup> April	Tuesday 29 <sup>th</sup> April	Wednesday 30 <sup>th</sup> April	Thursday 1 <sup>st</sup> May	Friday 2 <sup>nd</sup> May	The next 6 months
<b>Leadership and behaviour</b>	<b>Designing for H&amp;S</b>	<b>Communication</b>	<b>Workplace health</b>	<b>Workplace safety</b>	<b>Performance improvement</b>
<p><b>09.30-10.00hrs</b> Leadership message (including 1 minute silence) [Redacted] <b>30th Floor Blue Corner</b></p> <hr/> <p><b>11.00-11.30hrs</b> Fire Safety at Work &amp; Home [Redacted] (London Fire Brigade) <b>30th Floor BOA</b></p> <hr/> <p><b>12.30-13.00hrs</b> Fire Safety at Work &amp; Home [Redacted] (London Fire Brigade) <b>29th Floor BOA</b></p> <hr/> <p><b>13.15-13.45hrs</b> Fire Safety at Work &amp; Home [Redacted] (London Fire Brigade) <b>28th Floor BOA</b></p>	<p><b>10.00-14.00</b> Health and Safety in Design System-wide Design Team (Demonstration) <b>30th Floor BOA</b></p>	<p><b>09.00-09.30hrs</b> H&amp;S and Diversity [Redacted] <b>30th Floor Blue Corner</b></p> <hr/> <p><b>10.00-10.30hrs</b> Unsafe relationships (Domestic Abuse) Edd Ng (MET Police) <b>30th Floor BOA</b></p> <hr/> <p><b>11.00-11.30hrs</b> Unsafe relationships (Domestic Abuse) Edd Ng (MET Police) <b>29th Floor BOA</b></p> <hr/> <p><b>15.00-15.30hrs</b> Corporate Manslaughter [Redacted] <b>30th Floor BOA</b></p>	<p><b>Mental Health Training</b></p> <p><b>10.00-11.00hrs</b> Mental Health Overview [Redacted] <b>28<sup>th</sup> Floor BM 06/07</b></p> <p><b>11.00-11.45hrs</b> Destigmatisation of Mental Illness [Redacted] –MIND <b>28<sup>th</sup> Floor BM 06/07</b></p> <p><b>12.00-12.45hrs</b> Occupational Health Support [Redacted] –RPS <b>28<sup>th</sup> Floor BM 06/07</b></p>	<p><b>09.30-10.00hrs</b> Leadership Message (closing message) [Redacted] <b>30th Floor Blue Corner</b></p> <hr/> <p><b>11.00-11.30hrs</b> Counter Terrorism Presentation [Redacted] (MET Police) <b>30th Floor BOA</b></p> <hr/> <p><b>12.00-12.30hrs</b> Counter Terrorism Presentation [Redacted] (MET Police) <b>29th Floor BOA</b></p> <hr/> <p><b>13.00-13.30hrs</b> Counter Terrorism Presentation [Redacted] (MET Police) <b>28th Floor BOA</b></p>	<p>Over the next 6 months we will be continuing to drive forward Target Zero with the following activities:</p> <hr/> <p>A Hazard School to refresh hazard awareness and perception and improve reporting</p> <hr/> <p>Have Your Say Survey to gauge culture across the programme and understand improvement opportunities</p> <hr/> <p>A programme wide Mental Health Campaign to increase awareness</p> <hr/> <p>If you have any ideas or you want to get involved organising events or Health and Safety Improvements- email: [Redacted] <a href="mailto:[Redacted]@crossrail.co.uk">@crossrail.co.uk</a></p>

Your Target Zero lead is



# ◀ STEPPING UP WEEK ▶



## Leadership Message

28 April - 2 May 2014

**MOVING LONDON FORWARD**



# Workers' Memorial Day



Our core value is that 'We all have the right to go home unharmed every day'. On the 7<sup>th</sup> March 2014, we did not achieve this.

We lost one of our colleagues, some of you will have lost a friend and XXX family have suffered an incomprehensible loss. There is not a single office or site across the Crossrail programme, and the broader industry, which has not felt some form of grief, shock or empathy with this tragic event.

**Workers' Memorial Day is held on 28<sup>th</sup> April every year**, all over the world workers and their representatives conduct events, demonstrations, vigils and a whole host of other activities to mark the day.

Every site on Crossrail will be undertaking a minutes silence to remember all those who have died, suffered injury or ill health at work.

In particular we will take the opportunity to **remember XXX**.





**1 MINUTE SILENCE**  
*'Remember XXX'*

- ▶ What is Stepping Up Week?
  - ▶ YOUR opportunity to STEP UP for Health and Safety
  - ▶ This is our second Stepping Up Week
  - ▶ This time it's going to be **BIGGER and BETTER!**
- ▶ What has happened in the lead up to Stepping Up Week?
  - ▶ The SHELТ Team have set the framework for the week and signed a letter of commitment
  - ▶ There have been workshops running across the programme
  - ▶ Target Zero Leaders have been putting together site specific schedules



17

Engagement Workshop at C340 Victoria Dock

17 'Pre-Stepping Up Week Workshops' were undertaken by PC Teams recently to engage their teams and understand site-specific improvement opportunities.

40



'Mock Rescue' at C807 Wallasea Island

Almost 40 sites across the programme are taking part in Stepping Up Week.

# Engagement Workshops



*Shorter method statements- more succinct and understandable*

*Encourage SMS reporting*

*Use personal commitments and hard hitting stories*

*PC and Client Management- don't take photos and write reports later- talk to the workforce 'don't walk by'*

*Use technology to broadcast H&S Information*

*Reward those who report near misses*

*Less is more- de-clutter notice boards and keep up to date*

# Performance Overview



# ◀ H&S PERFORMANCE UPDATE

◀ For more information on H&S Statistics visit:  
<http://www.crossrail.co.uk/sustainability/health-and-safety/>

# Stepping Up



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# Target Zero Golden Rules



- ▶ Our Golden Rules are designed to create a safe working environment
- ▶ It is essential that everyone complies with them
- ▶ They are rules specified for the following 7 key risk areas:
  - ▶ **DRIVING**
  - ▶ **LIFTING**
  - ▶ **WORKING AT HEIGHT**
  - ▶ **ELECTRICS**
  - ▶ **SPRAYED CONCRETE WORKS**
  - ▶ **CONFINED SPACES**
  - ▶ **BREAKING GROUND**
- ▶ **GET TO KNOW THEM**



Golden Rules pocket cards are available from your Health and Safety Team or email [targetzero@crossrail.co.uk](mailto:targetzero@crossrail.co.uk)



# 3 Principles of Target Zero



We all have the right to go home  
unharm**ed every day**

We believe that **all harm** is preventable

We must all **work together** to achieve  
this