


BEST PRACTICE

LOCATION:	Company-wide	ARTICLE YEAR	2012
ACTIVITY:	Access & Egress & Working at Height	COMPANY:	Sibelco UK Ltd
SUB ACTIVITY:	N/A	COMPANY LOCATION:	Company wide
BEST PRACTICE No:	BP814	COMPANY TEL:	01270 752651
COUNTRY OF ORIGIN:	United Kingdom		

TITLE	 Run Video
Better procedures – better involvement – better implementation	
ARTICLE	
<p>DESCRIPTION</p> <p>Sibelco recognised that that established safety procedures were not being uniformly applied across all sites, in some cases sites were implementing their own interpretation of the requirements. A review established that;</p> <ul style="list-style-type: none"> • Some procedures were too long and difficult to interpret • Employees wanted to play a more active role in the development of the procedures • A system was needed to ensure effective communication and implementation of new procedures at site level <p>Sibelco have now introduced a system which</p> <ol style="list-style-type: none"> 1. Involves the site operators and other relevant personnel in development of new procedures 2. Issues a bi-monthly health and safety information pack containing hard copies of all new and updated company procedures and indicate clearly what action is required. Managers must sign and return a document to confirm that they have communicated and implemented the procedures on their sites or provide an action plan for implementation. 3. Teams of site experts prepare a summary version of each procedure to help understanding. These are in a format that is ideal for day to day use and they also provide a basis for toolbox talks. 4. Sibelco's Central Steering Team considers what other support is needed to help with implementation at production sites. <p>BENEFITS</p> <ul style="list-style-type: none"> • Workers and managers are working collaboratively to develop user friendly procedures, leading to better understanding and “buy in” by everyone • People know what they must do, why it is necessary and how to do it. They are better motivated to follow procedure. • The company can demonstrate that procedures are being effectively communicated and implemented • The procedures are better protecting the health and safety of workers in Sibelco UK. <p>SEE ADDITIONAL PDF</p>	
ARTICLE IMAGES	