

BEST PRACTICE

LOCATION:	Transport	ARTICLE YEAR:	2019
ACTIVITY:	Worker Involvement	COMPANY:	CEMEX Materials
SUB ACTIVITY:	PPE	COMPANY LOCATION:	Braintree Logistics
BEST PRACTICE No:	BP2078	COMPANY TEL:	0000
COUNTRY OF ORIGIN:			

TITLE

Safe system of work review, format and booklet

ARTICLE

DESCRIPTION

The safe systems of work (SSOW) and risk assessments used by Cemex's logistics operation were lengthy, wordy documents. Whilst they were very detailed and covered all the relevant points, they were not very user friendly in terms of being simple and effective for the drivers to refer too.

During an annual review in 2018, representatives from the logistics team including drivers, the operations and the H&S managers commented that the SSOWs needed to be reviewed to increase their impact on the operation.

A small team of drivers, supervisors and operations managers met and decided to introduce pictures to compliment the SSOW. The SSOWs were divided up and small groups spent time undertaking the activity whilst taking pictures of each step of the task. Once the first drafts were developed, a step by step practical approach was put into place using several different drivers until the final correct method of work was agreed.

A pictorial SSOW booklet was produced and given to every driver to keep in their vehicles, ensuring that they have an immediate reference point for every SSOW when required.

BENEFITS

- Very positive feedback from the drivers
- Easier to follow SSOWs
- Reduced chance that tasks will be undertaken incorrectly
- Employee involvement in key health and safety issues

ARTICLE IMAGES

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