



Health & Safety Report 2009

ANNUAL HEALTH & SAFETY REPORT JANUARY 2010

J&A International Ltd continued to show commitment and continuous improvement in Health & Safety during 2009.

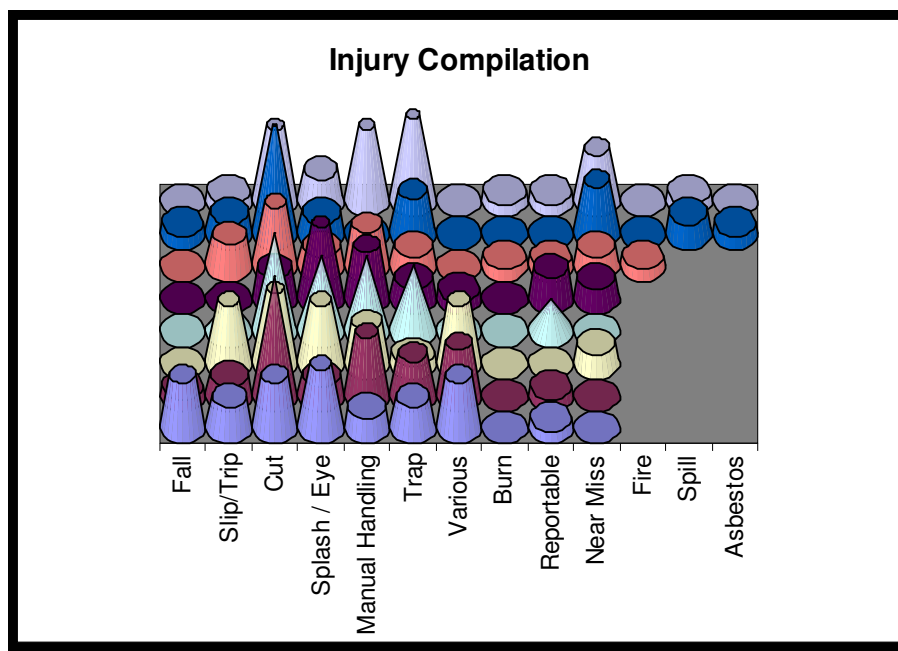
Item 1 : Accidents & Incidents 2009

Below shows the departments at J&A International and the corresponding incidents in these areas:

2009	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Department													Total
Screen Room	1	2					1			1	1	4	10
Fastrac													0
Canteen									1				1
Maintenance				1		1	1				1		4
Transfers	1					1	1		1	1			5
Print	1												1
Emblem Print			1		1						1		3
Sales Office	1				1								2
Embroidery			1	1						1			3
Finishing	1							1					2
IDT													0
Stores & Despatch								1		1			2
IT													0
Fire													0
Spill									1				1
Asbestos													0
Rowhire													0
Name Badge											1	1	2
	5	2	2	2	2	2	3	2	3	4	4	5	36

There were a total of 36 incidents during 2009.

Types of injury:



Most frequent injury is a trap with a total of 8 incidents. An increase on the previous few years.

Incident Type	2002	2003	2004	2005	2006	2007	2008	2009	Totals
Impact	7	5	5	2	2	0	1	2	24
Fall	5	1	0	0	0	0	1	0	7
Slip/Trip	3	2	6	3	0	3	2	1	20
Cut	5	11	7	9	3	6	10	7	58
Splash / Eye	6	2	6	7	7	2	2	3	35
Manual Handling	2	6	4	7	5	4	0	7	35
Trap	3	4	1	6	2	2	4	8	30
Various	5	5	6	1	1	0	0	0	18
Burn	0	0	0	0	0	1	0	1	2
Reportable	1	1	0	3	3	1	0	1	10
Near Miss	0	0	2	0	2	2	5	5	16
Fire						1	0	0	1
Spill							2	1	2
Asbestos							1	0	1
Total	37	38	37	35	22	23	28	36	256

Over the past 8 years a cut is the most frequent with 58 incidents.

Compiled over the past 4 years there is a trend in the Screen Room Department. This is easily the area with the most incidents.

Compilation of Department Incidents							
Department with Incident	2005	2006	2007	2008	2009	Total	
ScreenRoom	9	4	9	11	10	43	
Transfers	12	4	2	3	5	26	
Emblems / Ink Mixing	2	4	4	2	3	15	
Maintenance	4	0	2	4	4	14	
Fastrac	4	4	2	0	0	10	
Embroidery	2	2	0	1	3	8	
Print	0	4	0	2	1	7	
Canteen	1	0	1	1	0	3	
Sales Office	0	0	0	1	2	3	
IT	0	0	1	0	0	1	
Stores & Despatch	0	0	0	1	2	3	
IDT	0	0	0	1	0	1	
Exercise	0	0	0	1	0	1	
Finishing	0	0	0	0	2	2	
Name Badge					2	2	

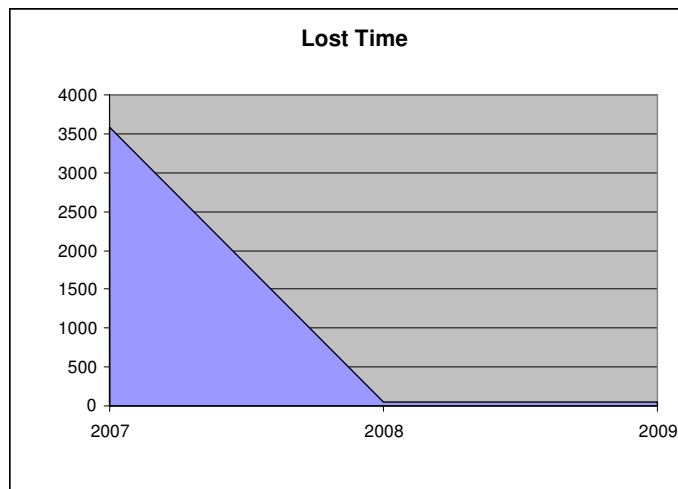
The Screenroom is an area waiting to be refurbished.

Lost Time

2007 – Lost time = 385 hours

2008 – Lost time = 5 hours

2009 – Lost time = 8.5 hours



Frequency Rates

Calculated by: -

$$\frac{\text{No of Accidents in Calendar Year(28)}}{\text{Total No. of hours worked during period (260000 hrs)} \times 100,000}$$

Our rate to year ending 31st December 2004 was 14.23 accidents per 100,000 hours

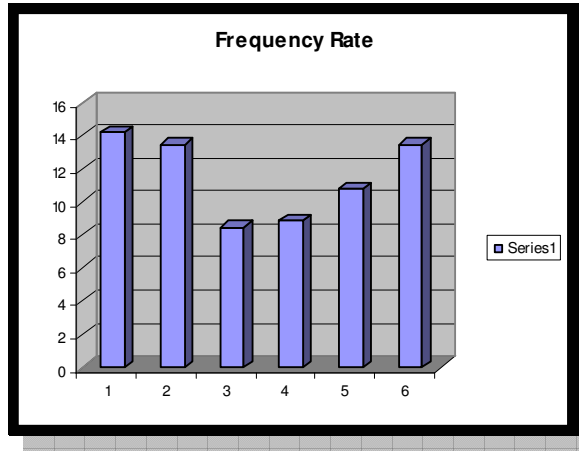
Our rate to year ending 31st December 2005 was 13.46 accidents per 100,000 hours

Our rate to year ending 31st December 2006 was 08.46 accidents per 100,000 hours

Our rate to year ending 31st December 2007 was 08.84 accidents per 100,000 hours

Our rate to year ending 31st December 2008 was 10.76 accidents per 100,000 hours

Our rate to year ending 31st December 2009 was 13.46 accidents per 100,000 hours



An increase on the previous year of 2.7 accidents per 100,000 hours.

Incident Rate

Accidents per 100 employees

No of Accidents in Calendar Year(28)
Number of Employees 120
X100

2004 Our incident rate was 29.6 accidents per 100 employees.

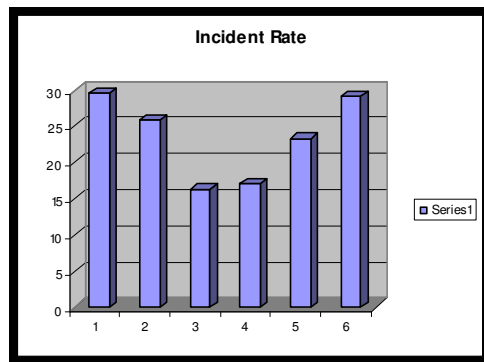
2005 Our incident rate was 25.9 accidents per 100 employees.

2006 Our incident rate was 16.29 accidents per 100 employees.

2007 Our incident rate was 17.03 accidents per 100 employees.

2008 Our incident rate was 23.33 accidents per 100 employees.

2009 Our incident rate was 29.16 accidents per 100 employees.



An increase of 5.83 incidents per 100 employees. The increase was due to good reporting of minor issues.

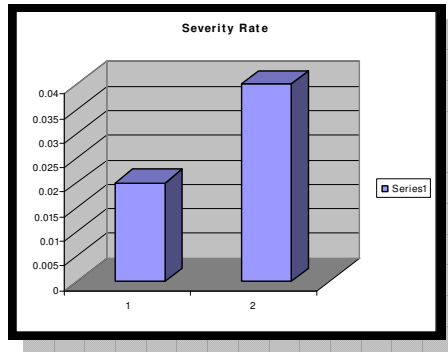
Severity Rate

Total number of days lost

Total number man hours worked (26,000) x1000

2008 Our Severity rate was 5 hours = 0.625 days = 0.02 days lost per 1000 hours worked

2009 Our Severity rate was 8.5 hours = 1.06 days = 0.04 days lost per 1000 hours worked



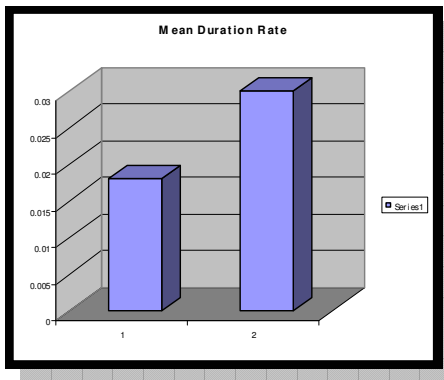
Mean Duration Rate

Total days lost

Total number of accidents

2008 Our Mean duration Rate was 0.625 days = 0.018

2009 Our Mean duration Rate was 1.06 days = 0.03



Reportable Accidents

There was one reportable incident during 2009. This was for a specified disease of Dermatitis to an Emblem Printer on 01/04/09.

Item 2 : Results of Audits & Inspections

Internal audits

These were carried out in 14 areas. Non Conformings found were corrected and improved. Training needs to be carried out for new safety representative to carry out this function in 2010.

- 5 audits
- 2 Non conforming
- 4 observations

Inspections

Carried out by Team Leaders completed monthly. These raised actions in each department. The inspection was extended to Managers and Directors completing checks of areas.

These are then checked for effectiveness by the Safety Committee at a later date.

- 25 inspections

- 20 corrective actions, all been implemented.

Behavioural Observations

These were carried out by Team Leaders, observing their own team's behaviour and to show supervision of the team.

All areas were covered with some corrective actions.

- 42 observations

- 5 corrective actions

Item 3 : External Visits

Health & Safety Executive Visit 04-09

Fire Brigade Inspector Audit – November 2009. During this audit we were recommended to remove the rope ladder on the mezzanine flooring – This has been completed.

It was also recommended we include self closures on the fire doors between the factory areas. This will be implemented during 2010.

Item 4 : Safety Plan

The Safety Plan 2009 was approved at the start of the year and was run mainly to schedule.

The 2010 Safety plan is being reviewed and then needs to be approved by Divisional Directors & the CEO.

Item 5 : Safety Committee

New members that joined the committee in 2009 need additional Risk Assessment & H&S Audit training which will be addressed during 2010.

The frequency of meetings was discussed during 2009, and it was decided to hold the meeting every 8-10 weeks.

Item 6 : Training

J&A is a registered centre for the British Safety Council Level 1 Foundation in Health & Safety. We were able to provide this qualification for several employees. This is to continue in 2010.

Tool box talks were carried out in each department. These act as refreshers on a variety of subjects.

Manual Handling Training was carried out in October 2009.

Fire Marshal training was completed in November 2009 for all Fire Marshals.

Item 7 : Health Surveillance

Airborne monitoring levels for 2009. If the value is above 1 then this is above the Workplace Exposure Limit (WEL)

Ink Mixing – 0.18

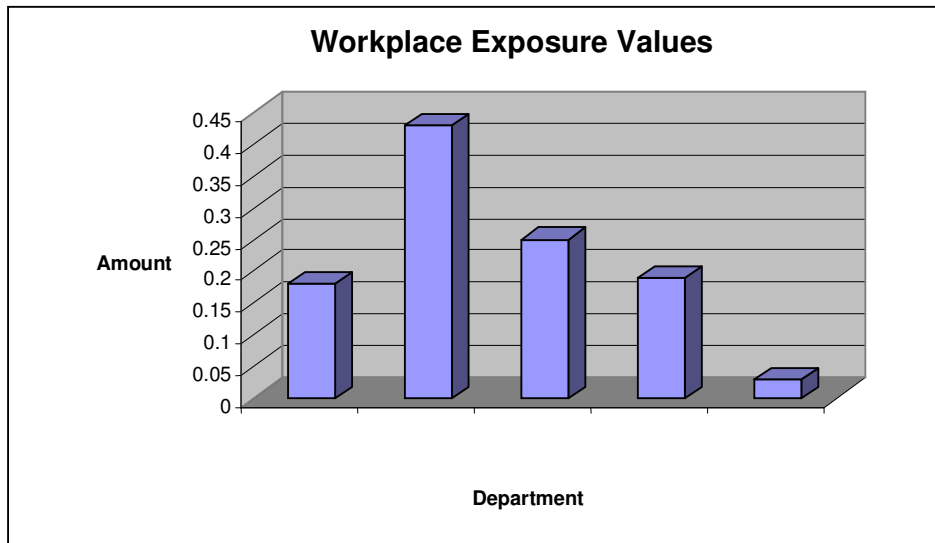
Coating – 0.43

Transfer Print – 0.25

Print – 0.19

Screen Washroom – 0.03

All results are well below this level.



Skin Assessments

In 2009 we saw an increase in the schedule of inspection to every 2 months. This is to pre-empt any possible skin complaints or conditions.

Stress

Stress was investigated via the Health & Safety Committee looking at potential 'stressors' compared to the HSE Management Standard.

There were no areas for concern.

Spirometry

The local surgery carried out Spirometry testing for some employees. If necessary the employees were advised to see their GP if any there was any potential areas of concern.

Audiometric

Hearing tests were carried out for staff affected or possibly affected by noise. If concerns were raised the staff were referred to their own GP.

Well Persons Clinic

A well person's clinic was provided by the local surgery with an unprecedented demand for this service. This is now to be completed annually to give a wider opportunity to be able to attend.

All staff attending were thoroughly pleased to have attended.

Fit to Work Medicals

An annual medical is now provided for Hand Mixing employees. This is a precaution to prevent any possible health problems.

Fit to Drive Medicals

None have been carried out in 2009. One needs to be completed in 2010. This is a 3 yearly check up.

Eye Sight Testing

To complete during 2010 for all occupational drivers.

Item 8 : Objectives & Targets

Objective: To reduce Accidents & Incidents

Target: To reduce accidents and incidents year on year.

There was an increase of incidents during 2009. This is down to good reporting of minor incidents and Near miss occurrences. The reporting of all incidents is to be encouraged however small as it valuable information to stop the more major incidents from occurring.

Objective: To use less chemical

Target: To reduce the amount of chemical used.

There was an increase in both Livewash & Safewash used. However the data was not a direct comparison as pre 2008 the data was from consignment stock only and not actual product used. From 2009 all data will be products actually used.

Objective: To improve the Screen Room Area

Target: To improve the working environment.

This target is dependant on other factors before total refurbishment. However the area has temporary been improved to make the area safer.

Objective: To receive car checks from occupational drivers

Target: To receive monthly checks from drivers

A card system was used in 2009 which proved more successful than the electronic version. There was a 80.6% success rate.

Objective: To produce a training needs chart

Target: To have a training needs chart available

The skills matrix has been totally reviewed and made simpler to read. It now has only two categories of 'Competent' and 'Under Training'

The Training Records are now all fully electronic and working well.

Objective: To complete H&S requirements in the Service Office

Target: To complete service office requirements.

Requirements met.

Objective: To complete Building checks

Target: To complete monthly building checks.

Building checks received and actions completed accordingly.