

**MINUTES OF THE 86th MEETING OF THE
PRINTING INDUSTRY ADVISORY COMMITTEE
Held on Tues 31st March 2009 at**

Chesapeake Packaging, Phoenix Park, Nottingham

Present

Geoff Cox
Tim Small
Phillip Adams
David Hoy
Simon Lunken
Bud Hudspith
Paul Machin
Paul Larkin
Mick McGilly
Ian Johnson
Ian Hobson
Michael Bone
Wendie Drammeh

Representing

HSE – PIAC Chair
HSE – Committee Secretary
BPIF Chesapeake
Trinity Mirror
BPIF
UNITE
PICON and PRISM
The Newspaper Society
Newspaper Publishers Association
UNITE
HSE – Manufacturing Sector
HSE – Manufacturing Sector
HSE - Minutes Secretary

APOLOGIES

Gary Marshall - Polestar
Elaine Campling – British Coatings
Federation
Terri Miller - UNITE

Summary of actions agreed:

	<u>Action:</u>	<u>Done by:</u>
1.	(Min 2.1) Mr Hudspith agreed to contact Dr Keuter from German BG for further information on ink fly.	
2.	(Min 2.2) Mrs Drammeh agreed to circulate Amy Jones' e-mail address for those who wished to become involved in the ART Tool project.	
3.	(Min 2.9) Mr Hudspith agreed to send members a copy of the flyer for the UV Technology Book.	
4.	(Min 4.1) Mrs Drammeh agreed to send a copy of the Statistics Presentation to members.	

5.	(Min 5.2) Mrs Drammeh agreed to send a copy of the Safe Intervention presentation to members.	
6.	(Min 5.4) Mrs Drammeh agreed to send the draft ISO standard – ISO EN 12643-5 - with the minutes.	
7.	(Min 5.6) Mr Small & Mr Bone to investigate who owns the footage of the safe interventions video clip and follow up with HSE's web team	
8.	(Min 5.8) Mr Small agreed to send members the e-mail link to the Board Paper on the future of Industrial Advisory Committees, when it is final.	
9.	(Min 7.1) Members agreed to send Mr Small suggestions on updating the 'Spot the Hazards' Poster.	
10.	(Min 7.2) Mr Small to pursue HSE colleague to obtain more information on AOR.	
11.	(Min 7.4) Mrs Drammeh to send Road Safety Checks web-link to members.	

1.0 CHAIRMAN'S INTRODUCTION & APOLOGIES

1.1 Mr Adams, the meeting host, ran through the domestics of the Chesapeake site.

1.2 The new Chairman thanked Mr Adams & Chesapeake for hosting the meeting and welcomed everyone.

- The Chairman introduced himself and outlined his work history in HSE.
- It was Ian Hobson's last PIAC meeting and the Chairman thanked him for his contribution to PIAC and the printing industry over the last seven years.
- Michael Bone was introduced as Ian Hobson's replacement on the Committee.
- The Chairman welcomed Ian Johnson who was attending his first PIAC meeting.
- Apologies were received from Elaine Campling and Gary Marshall.

2.0 MINUTES OF LAST MEETING AND MATTERS ARISING

The minutes from the Meeting on 22nd May 2008 were agreed.

2.1 **(Min 3.3) Mr Hudspith** agreed to obtain more information on ink fly from German BG. A general discussion was held on ink fly. It was generally accepted that the risks from ink fly are lower than they were and ink formulations have improved. However, Mr Hudspith said there are no benchmarks or occupational standards to measure it against. Mr Hoy spoke about Trinity Mirror who employs a monitoring company to visit

each of their sites every two years to monitor ink fly. Mr Hudspith had not received any information from Germany and agreed to contact Dr Keuter from German BG for the information. Mr Hobson confirmed HSE's views as set out in minutes from PIAC 86 held on 22nd May 2008.

- 2.2 **(Min 4.2) Mr Hobson** agreed to give an update at the next meeting on the progress of Assessment of Repetitive Tasks Tool (ART.) The ART tool is analogous to the MAC tool and is due to be launched in September 2009. Matthew Birtles at HSL has led the work on the ART tool and has asked if any PIAC members would volunteer their sites for filming of hand intensive work case studies for HSE's website. Mr Adams and Mr Hoy both volunteered to become involved with the project. If interested, members were asked to contact Amy Jones at HSL. Mrs Drammeh agreed to circulate Amy's e-mail address after the meeting.
- 2.3 **(Min 5.2) The Chairman** to e-mail members the Ceramics Industry's Toolbox Talk. Done – item discharged.
- 2.4 **(Min 5.2) Members** to e-mail Mr Small with feed-back on events and activities they have held. This was discussed at item 3.
- 2.5 **(Min 6.1) Mr Olsen** to send Mrs Drammeh a website link for more information on Corporate Manslaughter Legislation and Leadership Action for Directors. Done – item discharged.
- 2.6 **(Min 7.2) Mrs Drammeh** to send members details of the BERR website which explains writing impact assessments. Done – item discharged.
- 2.7 **(Min 7.3) Mr Hudspith** agreed to send Board paper on the future of IACS to members. Not done. Overtaken by events and a revised paper will go to HSE's Board in the next couple of months. Item discharged.
- 2.8 **(Min 7.4) Members** to send Mr Small ideas for future plan of work. This was discussed at item 6.
- 2.9 **(Min 8.4) Mr Hudspith** to send details of UV Technology Book for distribution to members. Not done, Mr Hudspith agreed to send members a copy of the flyer for the book, in the next few days.
- 2.10 **(Min 9.1) Members** agreed to send details of venues for Open Meeting to Mrs Drammeh. Done – item discharged.

Mr Hudspith spoke about a partnership agreement UNITE have forged with BPIF and to set up a series of seminars for later in the year. Mr Machin suggested the next PIAC Open Meeting be on the ART Tool and based somewhere in the South of England.

3.0 **Sharing Best Practice & PIAC Stakeholder Activities - All**

- 3.1 Round the table discussion from members on what the organisations they represent at PIAC. Changes, emerging trends and the technical impact of the recession.

3.2 Phillip Adams – Director of Corporate Responsibility for Chesapeake.

Chesapeake have 47 facilities around the world and have moved from specific safety professionals to giving all employees shared responsibilities in health & safety, which has led to their reportable

injuries falling in the last 8 years.

3.3 Simon Lunken – Head of Health & Safety BPIF

Mr Lunken explained how they take all information from PIAC and HSE initiatives and distribute this information via their Health & Safety Online Quarterly bulletin.

3.4 Bud Hudspith – Health & Safety Advisor, UNITE – GPM Sector

Mr Hudspith spoke about progress on a magazine for UNITE members and the GPM e-bulletin that is available through their website. He said 2/3rds of their website publicise HSE's activities. He also mentioned their partnership with BPIF running health & safety seminars, the first one possibly being held in Derby.

3.5 Paul Larkin – HR Advisor at The Newspaper Society

Mr Larkin also advises his members on health & safety – 99.9% of newspaper companies are members of the Newspaper Society. He is currently in the process of updating guidelines on local newspaper deliveries.

3.6 Mick McGilly – Newspaper Publishers Association (NPA) & Westferry Printers

Mr McGilly spoke about the communications within the industry and how members have just started to benchmark themselves against each other.

3.7 David Hoy – Group Health & Safety Manager at Trinity Mirror

Mr Hoy spoke about his engagement with the NPA Health & Safety Committee and how he communicates information and good practice throughout Trinity Mirror.

3.8 Paul Machin – represents PICON & PRISM

Mr Machin explained how PICON is a mixture of machinery companies and chemical & ink supplies companies. He distributes information from PIAC and HSE to his members through e-bulletins and bite-size bulletins. He highlighted digital printing as the fastest growing area of printing and suggested this as an agenda item for the next PIAC Meeting. He offered to arrange for an industry representative to attend to speak on this.

3.9 Ian Johnson – UNITE

Mr Johnson had been a UNITE representative at Chesapeake in Newcastle for twelve years and recently passed his Occupational Health & Safety diploma.

4.0 **2007/2008 Statistics Presentation – Ian Hobson**

4.1 Mr Hobson gave a presentation on the 2007/2008 Printing Industry Accident Statistics. Overall the incident rates have reduced in the past 7 years although 'Majors' have plateaued. The employment numbers were from ONS data. The under reporting is estimated to be around 50%. There is no reason to believe this has changed so should not skew the figures.

The three most common types of accident are:

- Manual Handling
- Slips & Trips
- Machinery Safety

Mr Hudspith congratulated Mr Hobson for the work he had done for the Committee and on the Printing website. Mr Adams commented that 'Majors' should be looked at more closely as there was a false sense of security that newer machinery was safer which isn't always the case

Mrs Drammeh agreed to send a copy of the statistics presentation electronically to members.

5.0 Machinery Safety – Tim Small & Ian Hobson

5.1 a) Safe Interventions Presentation

5.2 Mr Hobson gave a presentation on Safe (Machinery) Interventions. The presentation focussed on safe interventions on high risk machines and the importance of safe systems of work, training and competence. Mr Hoy commented that many companies do not carry out risk assessments for machinery use and continue to think that guarding supplied on machinery is sufficient to control all risks.

Mrs Drammeh agreed to send the presentation electronically to members.

5.3 b) Handfed Platens Update

5.4 An update was given on progress with the draft ISO standard - ISO EN 12643-5 being taken forward under the Vienna Agreement with a view to the EU Commission (via CEN) adopting it as a EU Harmonised Standard (i.e. ISO EN 12643-5.) It would replace EN 1010-5. If Members have any particular views, they were asked to feed them directly to John Jefferis, UK member of the ISO Committee direct, copying Tim Small into the message. Mrs Drammeh agreed to send the draft standard with the minutes.

5.5 Mr Small spoke about e-mail correspondence he had had with a Canadian Health & Safety Inspector about another fatal accident in Sept 2007 involving a Chinese made machine. He is also to make a presentation at the MACHEX Meeting in Luxembourg in May. This is a key sub-group of SLIC (Senior Labour Inspectors' Committee). It deals with AUWED (i.e. PUWER and LOLER) in the UK, and in particular, the interface between the supply of machinery and its safe use.

Other ingoing work includes:

- Human Factors work with Pippa Brockington, FOD Human Factors Specialist - an interim document has been drafted outlining simple steps that users can take to reduce the potential for human error when intervening with Hand Fed Platens. It is

hoped to issue this shortly.

- Ongoing is work to clarify HSE's policy and enforcement line on standards for pre-2005 machines
- Meetings with UK suppliers to clarify this and their role in advising and providing information to their customers.

5.6 The video clip (featuring the 'frozen chicken') used in the Safe Interventions presentation is extremely powerful. Mr Small will investigate if it is possible to upload onto the Printing Website. However there are possible issues of 'taste' due to its graphic nature and copyright. TS / MB to investigate a) ownership / copyright of the footage, b) HSE web team views

5.7 c) Safety Alert Update – Tim Small

5.8 A Paper went to the Board on 25th February 2009. The safety alerts procedure will be part of a safety bulletin system (also including safety notices and advice that have less urgency) that is expected to be partly operational by the end of March 2009. Mr Hudspith said he had written to Judith Hackitt and commented on the Paper that went to the Board. Mr Small agreed to send members e-mail links to the document when it is finalised.

6.0 HSC Strategy

Consultation Arrangements & PIAC Future Plan of Work

6.1 The Chairman explained how HSE Board had not made any decisions on the future of Industrial Advisory Committees but he felt the Committee should construct a Plan of Work for the future and invited members for their suggestions.

6.2 Members put forward their suggestions for a future work plan:

- Safe Machinery Interventions, Isolation & Lock Off
- Risk Assessments and Safe Working Procedures
- Compliance
- Going 'Back to Basics'
- Chemicals & Health
- Behavioural Safety
- Updating the Printers Guide

Members were asked to send any other suggestions to Mr Small after the meeting.

7.0 AOB – Tim Small

7.1 Risk Assessments

Mr Small passed round to members the 'Spot the Hazards' Poster and asked members to send him suggestions on updating it.

7.2 Artificial Optical Radiation – AOR

Mr Hudspith had asked for this to be included in AOB. Mr Small explained he had tried to obtain more information on this topic and would send members more detail when he had successfully contacted the appropriate colleague in HSE.

7.3 CO2 Deluge Systems

A Prohibition Notice (PN) was served on a printing company where a CO2 deluge system had been installed on large gravure presses - employees were regularly entering the enclosures with the system on automatic.

PIAC members were asked to bring this to the attention of their members/relevant parts of their organisation and the fact that BS ISO 14529 applies to all situations where these systems are installed, not just the chemical industry as the company were claiming.

7.4 Load Security

This issue affects all members and most of the industry. Nina Day (HSL) has written article which can be freely reproduced/used as a source for related articles by members – members all have a copy. FOD and VOSA are piloting joint roadside checks supported by an HSE Mechanical Specialist & Nina Day herself. 3 roadside checks have been arranged before the end of April. More detail is contained in the following press release. <http://www.hse.gov.uk/press/2009/e09037.htm>

7.5 Kidney Disease (and possible links to toluene exposure)

This issue appeared in TUC News. In terms of controls for Toluene, members were directed to the COSHH essentials sheets on HSE's printing website for Gravure printers, or page 46 of the Printers Guide (2002) - members were given copy, which deals with inhalation hazards. Risk of kidney damage is not identified here as a known health hazard. However, HSE will advise if there is any change to this position.

7.6 Leadership/H&S Responsibility of Directors

Survey data suggests that awareness at director level in the Manufacturing Industries/Sector is below average. Mr Small asks members if they can assist in promoting awareness further.

7.7 New Enforcement Policy Statement

Mr Small advised members this was now available – minor changes and tweaks only.

8.0 **Dates of Next Meetings**

- 8.1** • Thursday 30th July 2009 at Chesapeake, Phoenix Park, Nottingham

