

**MINUTES OF THE 75th MEETING OF THE
PRINTING INDUSTRY ADVISORY COMMITTEE
HELD ON 3rd FEBRUARY 2005 AT
FIELD PACKAGING PLC, HOLLINGWOOD LANE, BRADFORD BD7 2RQ**

Present

Chris Flint
Bud Hudspith
Phillip Adams
Paul Larkin
Dale Wallis
Gary Marshall
Terri Miller
Maureen Kingman
Ian Hobson
John McAlinden
Anita Scott
Wendie Drammeh

Representing

HSE - Chair
AMICUS GPM
BPIF (Field Group)
The Newspaper Society
BPIF
BPIF (Polestar Group)
AMICUS GPM
HSE – Secretary
HSE – Manufacturing Sector
HSE (Speaker)
HSL Scientist (Speaker)
HSE - Minutes Secretary

APOLOGIES

Ian Wilcock – Heidelberg Graphic Equipment
Eddie Barker – GPMU
Dick Barker – GPMU

Dave Blanchard – British Coatings Federation
Claire Mason – HSE - EMAS
Frank Gallagher – HSE - EMAS

OBSERVERS

Paul Machin – PICON and SPA

David Hoy - NPA (Trinity Mirror Group)
Phil Chambers – Strategic Safety Systems (Associate advisor for BPIF)
James Copeland – Central Science Laboratories
Ben Almond - HSE

Summary of actions agreed:

- 1) **(Min 2.1) Secretary** to send valedictory letter to Dr Gallagher.
- 2) **(Min 4.1) Members** to send brief biographical details to Secretary.
- 3) **(Min 4.3) Secretary** to place 'PIAC Annual Report' on HSE's website.
- 4) **(Min 5.1) Secretary** to distribute presentation on 'Slips and Trips'.
- 5) **(Min 5.2) Mr Hudspith** to seek information from USDAW about their mapping and zoning initiatives, to promote HSE's slips and trips website and to set targets for safety representatives' inspections.

- 6) **(Min 5.3) Members** agreed to strive for a 15% reduction in slips and trips incidents and to support the HSE's 'slips and trips' campaign.
- 7) **(Min 6.1) Secretary** to prepare short questionnaire to evaluate the effectiveness of the printer's packs.
- 8) **(Min 6.2) Secretary** to distribute copies of HSE's leaflet 'Are you making the best use of lifting and handling aids'.
- 9) **(Min 6.6) Secretary** to distribute the presentation on 'Dermatitis'.
- 10) **(Min 6.6) Secretary** to distribute the RADTECH Report.
- 11) **(Min 7.1) Secretary** to source guidance on the use of mobile phones in the workplace.
- 12) **(Min 7.2) Secretary** to canvas opinion on geographical location of the November 2005 PIAC Open Meeting.
- 13) **(Min 7.3) Mr Hobson** to consult members on draft guidance on folding box multi-point gluers.
- 14) **(Min 7.4) Mr Hobson** to distribute information on winding machines.

1.0 CHAIRMAN'S INTRODUCTION

- 1.1 The Chairman thanked Field Packaging PLC for hosting the meeting.
- 1.2 He introduced speakers, John McAlinden from HSE's Disease Reduction Programme and Anita Scott from the Health and Safety Laboratory.

2.0 APOLOGIES

- 2.1 The Chairman reported that Dr Gallagher had left HSE. Ms Kingman agreed to send a valedictory letter to thank Dr Gallagher for his support and services to the Committee.

3.0 MINUTES OF LAST MEETING AND MATTERS ARISING

- 3.1 The minutes were agreed.
- 3.2 (Min 3.8) Mr Wilcock to circulate article that appeared in Printing World. Discharged.
- 3.3 (Min 3.2) Mr Hobson to circulate briefing from Solicitors Office. Discharged.
- 3.4 (Min 4.1) Mrs Drammeh to follow up Open Meeting attendees for evaluation purposes and Mr Hudspith to evaluate and report on action through Amicus Safety Representatives.
Mrs Drammeh said that she was planning to commence evaluation in March 2005. Mr Hudspith reported favourable feedback from union representatives who had attended the meeting and that one branch was to run a course on using the MAC Tool.
- 3.5 (Min 4.2) Secretary to arrange for press release to be sent out to publicise the success of the open meeting. Discharged.

- 3.6 (Min 4.3) Mr Machin to submit examples of good lifting practices. Discharged.
- 3.7 (Min 6.2) Mr Hobson to clarify incident rate statistics. These had been included in the annual report and discussed at item 4.
- 3.8 (Min 6.3) Members to submit comments on the Annual Report. Comments had been received from one member.
- 3.9 (Min 6.3) Mr Hobson to invite John McAlinden to next meeting to speak about Dermatitis project. Discharged.
- 3.10 (Min 7.7) Mr Hobson agreed to collate information on fire safety. Mr Hobson reported that in 2002/3 exposure to fire had caused 1 out of 238 RIDDOR reportable major accidents and no over-three-day injuries in the printing industry. The Printers Guide 'Fire and Explosion' had been updated in 2002 to incorporate previous PIAC guidance on fire and explosion.
- 3.11 (Min 8.0) Mr Machin to submit information on wrongly labelled solvents to the Secretary. Discharged.

4.0 RECONSTITUTION AND ANNUAL REPORT

- 4.1 The Secretary reported that the reconstitution paper had been resubmitted and she expected to hear the outcome shortly. Members were asked to send biographical details in preparation for their appointments.
- 4.2 Mr Hobson distributed copies of the amended PIAC Annual Report to members. He highlighted an overall reduction in accident figures by 17% from the 1999/2000 baseline; manual handling figures had fluctuated but were 5% below the baseline, slips and trips were showing an upward trend and were 18% above the baseline but machinery accidents had declined by 32%. The accident incidence rates for printing and publishing were one-third of the manufacturing average.
- 4.3 In discussion, the incident rates were challenged because of perceived under-reporting of accidents. Better information would be forthcoming from the EMAS MSD inspection initiative but it was felt that trends were more important than accurate figures. It was agreed that the Annual Report would be placed on the HSE Website.

5.0 ANALYSIS OF SLIPS, TRIPS AND FALLS IN THE UK PRINTING AND PUBLISHING INDUSTRIES 2002-2003

- 5.1 Ms Scott gave a presentation of the findings of her study. It was agreed that a copy would be distributed with the minutes.
- 5.2 A general discussion ensued on how the Committee could take forward an initiative on slips and trips. Mr Hudspith referred to a campaign by USDAW on mapping and zoning the workplace to promote good housekeeping. He agreed to seek information and report to the next meeting. Mr Hudspith also agreed to promote the HSE slips and trips website through Amicus' branches and to set targets for safety representatives' inspections.
- 5.3 Members agreed to strive for a 15% reduction in slips and trips incidents and to support the HSE's 'Slips and Trips' campaign planned

for the third quarter of the 2005/6 work year.

6.0 PROGRESS ON WORKBLOCKS

- 6.1 Workblock 1 Printers Packs:** Mr Wallis reported that he and his colleagues continued to present the packs at company visits. He said the impact of the pack on a company's health and safety performance would be evaluated at a subsequent annual visit. Mr Hudspith explained that due to union restructuring distribution had not begun but he intended to hold a seminar to instruct 20 branch representatives on how to use the packs. After discussion, the Secretary agreed to prepare a short questionnaire for presenters to use to evaluate the effectiveness of the packs. Mr Machin said he would raise the packs at the Screen Print Association (SPA) Annual General Meeting again and arrange for follow-up when the questionnaire was issued.
- 6.2 Workblock 2 Manual Handling:** Mr Hobson reported that video clips of good practice were to be launched on a new manual handling module of HSE's 'Printing' website in April/May 2005. Visits to printers as part of the EMAS MSD initiative were likely to take place during the HSE's MSD campaign in June/July 2005. Copies of HSE's Leaflet INDG398 'Are you making the best use of lifting and handling aids?' were to be distributed to members.
- 6.3 Workblock 3 ULDs in Printing Industry Initiative:** Visits were to be concluded by March 2005 and the report which was due in May 2005 would be discussed at the June 2005 meeting.
- 6.4 Workblock 4** This item was covered at Agenda item 5.
- 6.5 Workblock 5 eCOSHH Essentials for Printers:** Mr Hobson distributed a programme for completion of 48 new Control Guidance Sheets. He anticipated these would be launched at the Open Meeting in November 2005.
- 6.6 Workblock 6 Dermatitis in Printers:** In his presentation, Mr McAlinden reported on progress of research into glove selection and on planned work to obtain baseline incidence rates for dermatitis amongst printers which could be used to monitor delivery of the Public Service Agreement target. A copy of his presentation and a copy of a report on a study carried out for RadTech, on 'Adequate protective gloves for working with UV/EB-Curing acrylates' would be distributed with the minutes.
- 7.0 AOB**
- 7.1** Mr Larkin asked if HSE had guidance on the use of mobile phones. The Secretary agreed to source this.
- 7.2** Members were asked to decide on the geographical location of the Open Meeting. Comments from members would be sought by email.
- 7.3** Mr Hobson would be consulting members on recent draft guidance prepared for the corrugated industry on the guarding of folding box

multi-point gluers.

7.4 Mr Hobson agreed to distribute information on winding machines to members.

7.5 Mr Copeland said that he would be looking for PIAC support for the Central Science Laboratory's bid for funding for a further project on vegetable-based biosolvents.

8.0 DATES OF NEXT MEETINGS

23rd June 2005 – Quorn Grange

10th November 2005 – Open Meeting – venue to be confirmed.

CLOSE