

Confederation of Paper Industries
Recovered Paper Sector
Health & Safety Action Plan

Aim: To provide a suggested framework for direction to support the recovered paper sectors continuous improvement work, and achievements towards the accident reduction targets set out in the PABIAC strategic plan 2008 – 2011.

Recovered Paper Sector Aims April 2008 – March 2011

PABIAC Strategic Plan 2008 – 2011	Aims	Elements	Time Scale	Action	Progress
To achieve a 10% year on year reduction in accidents for the three years of the strategy.	<p>Machinery Safety Baler and Compactor Guidance</p> <p>Bring to member's attention the baler and compactor minimum standards guidance.</p> <p>Review the baler checklist against the new guidance and amend as appropriate.</p> <p>All employers will demonstrate through feedback to CPI, that they have used the guidance to re-assess existing equipment.</p>	<p>CPI to inform the industry, when the guidance is launched. Members will be invited to attend HSE seminars to promote the guidance.</p> <p>Revise checklist, as an aide memoire to assist members when re-assessing against the standards.</p> <p>Companies feedback on implementation and progress.</p>	<p>Sept 2008</p> <p>Dec 2008</p> <p>Jan 2009 onwards</p>	<p>CPI</p> <p>RPS committee</p> <p>CPI</p>	<p>Awaiting final document from HSE</p>
	<p>Slip, trip and falls</p> <p>Revitalise a STF campaign that will contribute to an overall reduction in incident rate, based on 2007 data.</p>	<p>Through analysis of the injury data, identify common causes of STF injuries and focus on these areas over the next 12 months.</p>	<p>By March 2009 reduced STF by 10%</p>	<p>CPI / Members</p>	
	<p>Storage of Materials</p> <p>Provide members with a guidance document on storing and stacking materials, which will assist the sector in complying with the Working at Heights Regulations 2005.</p>	<p>H&S Committee to complete document and issue to the industry.</p> <p>Follow up on compliance with 12 months of issue.</p>	<p>Sept 2008</p> <p>August 2009</p>	<p>Committee/ HSE</p> <p>CPI</p>	<p>Draft 3 being reviewed awaiting comment by HSE</p>

PABIAC Strategic Plan 2008 – 2011	Aims	Elements	Time Scale	Action	Progress
Target to be agreed when stakeholder consultation has been completed.	<p>Transport</p> <p>To advise the sector on the implementation of standards for securing loads on curtain sided trailers that may be produced following the Health & Safety Laboratory research on this topic.</p>	<p>Representative of the sector to remain actively involved in CPI transport work group.</p> <p>Committee to assist with dissemination of best practice guidance and advice on acquisition of compliant trailers/ standards.</p>	<p>To be agreed</p> <p>To be agreed</p>	<p>CPI</p> <p>CPI Committee & members</p>	<p>Awaiting final HSL report. Expected Sept 2008</p>
Demonstrating a continuously improving health and safety management performance and safety climate.	<p>To Promote Continuous improvement in Health & Safety Management & Culture</p> <p>To actively encourage benchmarking of management systems and culture to best practice standards.</p>	<p>To promote the use of suitable tools available through Business Link & PABIAC and encourage feedback on progress from members who sign up to the process.</p> <p>To monitor progress and achievements.</p>	<p>Aug 2008 onwards</p> <p>By March 2011</p>	<p>CPI Committee & members</p> <p>CPI</p>	
	<p>Communication HSE Safety improvement / enforcement campaigns</p> <p>To keep members aware of these campaigns and to provide advance information of the expected standards of compliance, as advised through PABIAC.</p>	<p>i) Minimums of 15 CPI newsletters are sent out to members every year. In each edition at least one H&S item will be included.</p> <p>ii) HSE through PABIAC to provide advance notice of any HSE initiatives, including dates.</p>	<p>All year</p>	<p>CPI</p> <p>HSE</p>	<p>Ongoing</p> <p>Ongoing</p>
Review and Measure.	<p>Review</p> <p>To review progress to date against action plan and identify areas for greater focus.</p>	<p>i) Action plan to be reviewed by Sector H&S committee at quarterly meetings</p> <p>ii) Feedback to PABIAC on progress to date against action plan at quarterly meetings.</p> <p>iii) HSE to enquire after action plan as part of routine inspections.</p> <p>iv) Amend current injury data questionnaire to include a member's progress against the action plan.</p>	<p>Every Quarter</p>	<p>H&S committee</p> <p>CPI</p> <p>HSE</p> <p>CPI</p>	