



Welcome to UK News 11th May 2016
your weekly update from around CEMEX UK

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BEING THE BEST FOR FAMILIES

Pedometer Challenge– Gives Us Time To Admire The Views!!



Mark Renshaw, Batchelor, RMX Northern, realised some added benefits of walking home last week during his pedometer challenge. "I've taken up the pedometer challenge this year along with many of my CEMEX colleagues. One thing it's done for me, apart from the obvious health benefits, is opened my eyes to the things around me that I don't often get to see whilst driving.

Yesterday for instance I took a decision as it was a beautiful day to walk home instead of driving. It is a reasonable walk 9 miles or so, but it all adds steps! Bolsover Castle is something I often take for granted 'cos I live near it, but I've never had so much time to see it for all its majesty until yesterday..... it took a while to climb that hill. I thought I would share the view for all to see..."

Customer Service Centre And Friends Go For A Walk...



What could be better than a walk on a beautiful spring evening in stunning surroundings? 13 of the Customer Service Centre plus boss, Stuart Keighley, and Comms Advisor, Liz Young, took to the paths around Draycott Reservoir close to Rugby in aid of the Pedometer Challenge and as important supporting the charity, Breast Cancer Awareness. 5 miles and 2 hours later over 267,000 steps had been completed!

New Guidelines For Gloves To Protect Hands And Fingers



Last year nearly half of our recordable injuries involved hands or fingers. We now have new guidelines for wearing gloves:



"Gloves to be worn at all times in all production/operational areas. The only exceptions allowed are when driving vehicles, while only walking on a ground level designated route and when carrying out non hazardous work that relies on touch sensitivity where gloves impair ability e.g. writing or using a touch sensitive key pad. Gloves should not be used if a risk assessment identifies they may introduce an additional hazard e.g. entanglement while working with a lathe."

Co-incidentally last week we had a TRI when an employee crushed the tip of one of his fingers whilst replacing a return roller on a conveyor. It seems that as he was trying to free the roller off the spindle it suddenly became free and he trapped his finger between the roller and an adjacent pipeline. The risk assessment and safe system of work for this operation are being reviewed to see if the risk can be eliminated/reduced going forwards.

The revised Standards and a supporting Global Safety Alert are at the end of UK News.

LTI Free Congratulations To:



Two areas of the business have achieved LTI free milestones:

- **Kensworth Quarry** reached 7 years LTI and TRI free last Tuesday, and
- **Readymix Northern, Cluster 3** are 4 years LTI free today; their last TRI was in November 2015.

Congratulations go to the Teams who have contributed to these successes through their ongoing commitment to put their Health and Safety first and Step In if they see anything unsafe, they continue to demonstrate our vision of being Best for Families.

Step It Up – For Only 21 Mins A Day!



Only two and a half hours a week... that's the same time as long films last or just five episodes of Eastenders... and the amount of exercise over a week that the NHS recommends we all do.

There is strong scientific evidence that being physically active can help you lead a healthier and even happier life. People who do regular activity have a lower risk of many chronic diseases such as heart disease, type 2 diabetes, stroke, and some cancers.

With the warmer weather, May is a great month to build a little more exercise into our daily routines.

Please use the attached Alert to highlight the benefits of exercise on our general health and wellbeing.

Contractors Vital To Our Safety Success



Cluster 7 held a Contractor Safety Day last week with various topics covered from Permit to Work, Inductions, Lock Off- Tag Off, Up to date Training, MYSPACE, Manual Handling, Recent Safety Alerts, Step In and The Dangers of Dust.

"Although a very important topic the actual face fit testing was very entertaining! Paul Young from P Young Site Services is in the photo



modeling the testing equipment,” commented Roger Taylor, Cluster 7 Ops Supervisor.

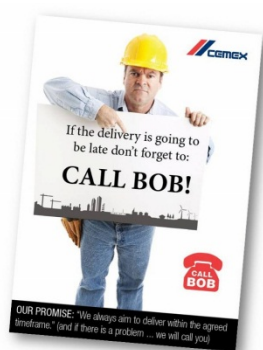
“We had excellent discussions on the hazards at our Plants like the recent tipper roll-overs, the importance of a pre-work meeting if more than one contractor is working on the site at the same time, asset damage etc. It was very refreshing to see just how much information we gained from our contractors as well as what we were offering them. This tells me our Safety Culture in Cluster 7 is very healthy.

If we are to get to our target of Zero Harm then the partnership we have with our contractors is key and these workshops are a real leap forward in our journey.

Thanks to everyone who took part.”

BEING THE BEST FOR CUSTOMERS

Steve Actually Does Call Bob...



Daniel Roberts shared this inspiring customer service story on Shift:

Daniel comments: “I was sent this positive email below by Steven Jefferies, Operation Team Leader in Cluster 6, about Plant Supervisor, Steve Darvill, at Poulton Le Fylde nr Blackpool. It was purely inspiring in what are challenging commercial times.

‘I wanted to take this opportunity to highlight some positive recent feedback from one of our customers at Poulton Le Fylde. Steve Darvill mentioned not supplying concrete for a week or so to a new customer he had previously delivered to. To his credit Steve rang the customer and spoke to Bob on site

who informed him that they had encountered problems whilst putting a road in, but will be back to us shortly for their supply of concrete.

Bob thanked Steve and told him if every CEMEX Plant had a Plant Supervisor who acted in the pro Active way he did then he wouldn't have any issues with CEMEX. This really was an instance of being the best for customers and calling Bob.

On a previous occasion Steve had mentioned a new site which had just started up and rang me to ask if he could go out for half an hour while he went to site and took them the local sales reps business card!!!’

Thank you to Steve for his contribution in both events and keep up in the efforts in customer focus.”

CEMEX Creates Fire And Explosion-Proof Concrete



CEMEX Mexico developed a fire and explosion-resistant concrete. The company designed this solution specifically to safeguard the Data Processing Centre, Proyecto Q, of the Santander Group. Located in Queretaro, Mexico, Proyecto Q is the Santander Group's most



technologically intensive and energy-efficient data processing centre in the world.

When a gas station was built 20 metres away from Proyecto Q's façade the Santander Group carried out a risk analysis and concluded that its facilities were vulnerable to the effects of potential thermal radiation (fire) and overpressure (explosion). The Santander Group turned to CEMEX for the design and construction of a perimeter wall capable of withstanding both scenarios.

"Only CEMEX, through its Cement and Ready Mix Technology Centre, was able to provide us with the perfect solution for this significant challenge," said David Romero, Real Estate Director in Queretaro for the Santander Group in Mexico.

The result developed for the Santander Group is a 204-metre long and 1.10-metre thick perimeter barrier with a maximum height of 10.30 metres. The design is comprised of two 50- and 20-centimetre thick walls, separated by a 40-centimetre wide air chamber. CEMEX in Mexico supplied 3,000 cubic metres of a high-strength structural concrete with special raw materials that increase its fire resistance. Additionally, it's durable and curable auto-compacting specifications facilitate the ecological and economic viability of the project.

In order to certify CEMEX's specialty concrete for the project, a full-scale prototype of the wall was built at the Efectis and TNO research centres in the Netherlands. The wall was subjected to physical fire tests, withstanding a temperature of 1150 °C for more than 60 minutes, and to impact tests of a direct overpressure wave of 1.1 bars for 80 milliseconds. The success of these experiments met the demands stipulated in preliminary studies, and the performance of the wall was awarded certification from the Bureau Veritas rating company.

CEMEX's cement and ready mix technology centres are part of the R&D collaboration network, headed by CEMEX Research Group AG, based in Switzerland.

BEING THE BEST FOR SHAREHOLDERS

Rochester Floors Does It Again - Another Record Month



Another great result for CEMEX Floors at Rochester again this month.

Having previously beaten the record in March, they have gone and done it again cruising through their last record.

Paul Grant commented: "Our next milestone is in sight so it's good to see we are heading in the right direction. Well done to everyone involved who helped achieve the total, but also by being safe in the process!"

Missed Down The Line Last Week?



There is still time to listen to the Top Team summarise our performance in the UK for Q1 this year. There is a recording of the 45 min presentation as well as the slides which are hosted on line. Please follow the dial in details and the link below:



UK Toll Number: +44 20 3426 2807
UK Toll-Free Number: 0808 237 0026
Conference Number: 671732#

The slides are available to download from the Down the Line community on Shift -
<http://shift.cemex.com/search/web/search?scope=&query=Down the Line> - or via this weblink:
<https://arkadin-event.webex.com/arkadin-event/lslr.php?RCID=59958b518ca79723873fc5903c7910c7>

BEING THE BEST FOR COMMUNITIES

CEMEX Proud To Sponsor Pride Of Rugby Awards



Last week members of the Customer Service Team at Rugby who have been active in raising money for charity were invited to attend the pride of Rugby award night.

CEMEX are sponsors of the award which recognises great organisations and individuals from business and the community in Rugby.

Safety Meets Sustainability



Following recent upgrading of boundary signage at Cowieslinn Quarry, the opportunity was taken to install some bargain bug boxes (reduced to clear from Lidl's) along the edge of some of the woodland on site. The boxes were mounted on the posts installed for signage to minimise cost. It is hoped the boxes will further improve the range of wildlife already on site. Quite ironic that on one side trespassers are discouraged with all welcome on the other!

BEING THE BEST FOR EMPLOYEES

Engagement... What's Happening??



The 12% increase in positive statements at the last engagement survey shows that more of us now feel positive about our work place. More of us also filled in the survey than before (72%) giving a better picture of what we in the UK think about CEMEX.



Whilst this is a pleasing result, we know that there is still room for improvement so our leaders have spent time over the last few months discussing the engagement results with various employees – during communications forums, team meetings and focus groups.

The feedback from these sessions is now helping us to create action plans to try to address the weaknesses.

Our actions plans are being finalised and these will be communicated using our many communications channels. Every business unit will have an engagement poster. Watch out for these hitting sites later in May as they contain important engagement information relating to your local business area.

Finally – we say that your feedback counts and it really does – your feedback is helping to shape our action plans.

Long Service Congratulations To



Two colleagues in Cluster 6 recently pass long service milestones. Alan Corbett, Skelmersdale RMX Plant Supervisor, has just completed 25 years service and used his reward for a holiday to Tenerife with his wife and friends, while Steve Jefferies, Operations Team Leader, has completed 15 years service and has put his reward towards a new Mountain Bike.

Dave Hits A Whopping 40 Years Service



Congratulations to David Bennett (pic left) who completed 40 years service on the 10th May. Dave started his career at Aylesford Quarry in May 1976 where he worked with his father on the Quarry shovel driving, and working on the Aggregate Plant and Drying/Bagging Plants.

In May 2012 Aylesford Quarry was closed and Dave then came across from Aylesford Quarry to Northfleet Wharf as the Plant Fitter. Michael Hinson, Manager at Northfleet, commented: “Dave, Northfleet Wharf Aggregate Plant would not be where it is today without your valuable input. The Plant is in good shape and you look after it to a high standard so thank you for all your efforts.

All the best for the future Dave and I look forward to working with you for another 15 years.”

Dave is not sure what he is going to purchase with his £1,500. Many thanks again for all your hard work over the last 40 years.

Down The Line – A Good Way To Engage



Stuart Keighley and the Team at the SCC in Rugby listened in to Down the Line last week as a Team. Stuart commented: “It’s a great communication tool to give everyone an overview of the business and a good way I can engage my Team. Sometimes it’s easy to think that you are working in isolation in your little part of



the business. Down the Line helps to give a wider view on our daily tasks. Thank you to the Top Team for taking the time to communicate to us.”

If you missed it you can still listen in to the recorded version and watch the slides on line:

UK Toll Number: +44 20 3426 2807

UK Toll-Free Number: 0808 237 0026

Conference Number: 671732#

The slides are available to download from the Down the Line community on Shift - <http://shift.cemex.com/search/web/search?scope=&query=Down the Line>

or via this weblink: <https://arkadin-event.webex.com/arkadin-event/lr.php?RCID=59958b518ca79723873fc5903c7910c7>

Gone Fishing.....



CEMEX Rail Solution Washwood Heath held their annual fishing day on Saturday 7th May. The day was attended by over 20 employees and we had a few family members and some of our retired former colleagues. The weather was excellent and everyone enjoyed a great days fishing.



This year's winner was Ken Harrison (pic right) catching over 36 pounds of fish! Ken was presented with his trophy and £30 voucher. Plant Manager, Terry Gillooly, said: “Days like these are very important to the Plant and it is great to see some of our former colleagues taking part.”

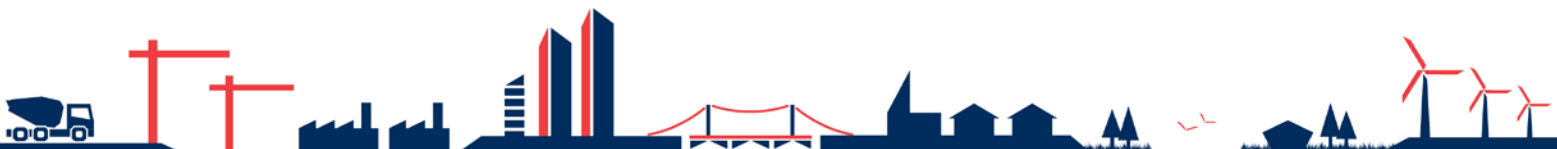
On Your Bike... Tax Free Cycle To Work Scheme



The ‘window’ for applications will be open from 9th May – 3rd June 2016.

Are you considering a healthier, more sustainable way of travelling? If so then the CEMEX cycle2work scheme may be just what you are looking for! We are delighted to announce that there will be an opportunity for you to sign up for the Tax Free Bike Scheme which will be run in conjunction with our partner P&MM Ltd.

P&MM are one of the largest employee benefits providers in the UK, and are working to provide tax free bike schemes (also known as cycle2work/cycleplus schemes) for a number of other organisations around the UK. **Staff will be able to apply online at www.cemexlifestyle.co.uk or by calling 01908 303498 between 9th May and 3rd June 2016. Alternatively, if you would like someone to call you to discuss the scheme, just text cycles and your name to 81025**



What is a tax free bike (cycle2work) scheme?

The cycle to work scheme is a Tax and National Insurance free scheme set up by the Government and the Department for Transport to help promote healthier journeys to work and reduce pollution and congestion.

FAQs

For detailed Frequently Asked Questions about the scheme please see the attached.

How does the scheme work?

You will have the opportunity to hire a cycle from CEMEX, and you can choose a cycle and cycle equipment to the value of between £100 and £1,000. At the end of the hire agreement CEMEX may give you the opportunity to take ownership of the cycle at fair market value. Please note any arrangements that may be made regarding purchase of the bike at that time will be the subject of a separate agreement. As stated above, you do not pay Tax or National Insurance contributions on the value of the salary you sacrifice for this agreement. For example, if you choose a cycle and safety equipment to the value of £400 and are a lower rate tax payer you could save up to £128* on the total cost, and if you are a higher rate tax payer you could save up to £168*.

*exact savings are subject to your individual tax and national insurance calculations.

Internal Vacancies

IVC Ref	Position	Company	Location	Closing date
128-05-2016	Area Logistics Manager	Aggregates Logistics	Angerstein / Kingsmead	13/05/2015
129-05-2016	Operations Supervisor	Readymix Central	Cluster 15 – Home Counties	23/05/2016
130-05-2016	Shift Manager	Cement Logistics	Rugby Works	20/05/2016
131-05-2016	Readymix Technical Manager	National Technical	Cluster 20 and 24	24/05/2016
132-05-2016	Same Day Planner	Aggregates Northern	Preston Brook Office	24/05/2016
133-05-2016	Electrical Supervisor	Cement	Rugby Plant	18/05/2016
134-05-2016	Mechanical Supervisor	Cement	Rugby Plant	18/05/2016
135-05-2016	Fork Truck Driver	Rail Solutions – Building Products	Somercotes Derbyshire	16/05/2016

For further details on other roles and a full listing of other vacancies, together with information on how to apply, please log on to CEMEX Shift > My Services > Internal Vacancies>New IVCs.

We would love to hear from you for the next edition

To send us a story: either click on 'submit a story' on the UK News website or email gb-communicationsandpublicaffairs@cemex.com or call us on 01932 583 217/006



If you can, please include a photo too (taken in super fine landscape setting and saved as a jpeg.) Thank you.







500

calories burned*

£2.68

saved daily*

40

minutes each way*

Your tax-free bike scheme will be open from:
9th May – 3rd June 2016

cycleplus 

If you want to select your
bike and accessories from
an independent shop

cycle2work 

If you want to select your
bike and accessories from
Halfords

Visit: www.cemexlifestyle.co.uk

Call cycleplus: 01908 303538**

Call cycle2work: 01908 303498**

Or text 'cycles' to 81025**



*Based on an average commute of 7 miles. Savings refer to average fuel costs.

**Calls and text messages are charged at your standard network rate.



*

Save up to
32%
on a new bike
and equipment

cycleplus 

If you want to select your
bike and accessories from an
independent shop

cycle2work 

If you want to select your
bike and accessories from
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**Your tax-free bike scheme will be open
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Visit: www.cemexlifestyle.co.uk

Call cycleplus: 01908 303538**

Call cycle2work: 01908 303498**

Or text 'cycles' to 81025**



*Savings based on a basic rate tax paying employee. Savings refer to the tax and National Insurance saved from the salary amount sacrificed and do not refer to discounted cycles or cycle products.

**Calls and text messages are charged at your standard network rate.

CEMEX Tax Free Bike Scheme How to Apply

Join between 9th May and 3rd June 2016

1. Visit one of your local independent stores or your local Evans or Halfords store participating in the scheme.
2. Decide what value you want to spend on your bike and safety equipment.
You can choose to take between £100 and £1,000 in increments of £5.
To register for the scheme please visit www.cemexlifestyle.co.uk, select **Tax Free Cycle Scheme or Halfords Cycle2Work Scheme** or call **01908 303498** or text your **name and the word 'cycles'** to **81025** and we'll call you back.
3. Please note you will need to have a copy of your payslip to hand as you will be asked for details contained within this. Please fill in all the details as instructed, choosing the value of Letter of Collection (LoC) you require.
4. Once your application is complete you will need to **print off your hire agreement and you must sign and return both copies to:**

Steph Lamming,
CEMEX UK Operations Ltd, Camden House, Clearwater Park, Thornaby, Stockton on Tees, TS17 6QY

You must return your completed paperwork by 3rd June 2016 at the latest.

5. After your registration has been approved, your LoC will be posted to your home address (or emailed if an address has been supplied) as per the time frame on the front page of your Hire Agreement. Then take your LoC to your chosen store and exchange it for the bike and safety equipment of your choice.

Please note:

- The scheme will run for 12 months and the first deduction from salary will be made on the first available pay date after your application has been approved by HR.
- You can find a full breakdown on how much money you can save on the website detailed above, however we have provided some example figures below.
- For detailed Frequently Asked Questions about the scheme please [click here](#)

LoC Value	£100.00	£200.00	£400.00	£500.00	£700.00	£900.00	£1,000.00
Gross Monthly Reduction	£ 8.33	£ 16.67	£ 33.33	£ 41.67	£ 58.33	£ 75.00	£ 83.33
BASIC RATE TAXPAYER							
Net Cost Per Month	£ 5.67	£ 11.33	£ 22.67	£ 28.33	£ 39.67	£ 51.00	£ 56.67
Total Cost over 12 Months	£ 68.00	£136.00	£272.00	£340.00	£476.00	£612.00	£ 680.00
Total Savings made per month	£ 2.67	£ 5.33	£ 10.67	£ 13.33	£ 18.67	£ 24.00	£ 26.67
Total Savings made over 12 Months	£ 32.00	£ 64.00	£128.00	£160.00	£224.00	£288.00	£ 320.00
HIGHER RATE TAXPAYER							
Net Cost Per Month	£ 4.83	£ 9.67	£ 19.33	£ 24.17	£ 33.83	£ 43.50	£ 48.33
Total Cost over 12 Months	£ 58.00	£116.00	£232.00	£290.00	£406.00	£522.00	£ 580.00
Total Savings made per month	£ 3.50	£ 7.00	£ 14.00	£ 17.50	£ 24.50	£ 31.50	£ 35.00
Total Savings made over 12 Months	£ 42.00	£ 84.00	£168.00	£210.00	£294.00	£378.00	£ 420.00
ADDITIONAL RATE TAXPAYER							
Net Cost Per Month	£ 4.42	£ 8.83	£ 17.67	£ 22.08	£ 30.92	£ 39.75	£ 44.17
Total Cost over 12 Months	£ 53.00	£106.00	£212.00	£265.00	£371.00	£477.00	£ 530.00
Total Savings made per month	£ 3.92	£ 7.83	£ 15.67	£ 19.58	£ 27.42	£ 35.25	£ 39.17
Total Savings made over 12 Months	£ 47.00	£ 94.00	£188.00	£235.00	£329.00	£423.00	£ 470.00

Please note all examples are illustrative only. Tax rates based on 20% and 40%. NI rates based on 12% and 2%.

The bike must be used by you to mainly ride to and from work, although it can be used for leisure purposes providing this is not in excess of 50% of the overall usage. Scheme regulations do not allow you to top up the value of the LoC.

Cycle to Work scheme FAQ's

What is a tax free bike scheme?

Cycleplus and cycle2work is a government approved scheme that allows you to hire a bike and safety equipment from your employer for the purpose of commuting to and from work and for use at weekends and evenings. If you choose cycleplus you can order your bike from any participating local retailer, if you choose cycle2work you can order your bike from any Halfords store. The bike you hire will be provided at up to 42% less than the usual cost you would pay which can result in savings of up to £400*.

How does it work?

You can choose a bike up to the value of £1,000 from a list of local bike retailers provided to you or Halfords stores. The value is spread across a period of 12 or 18 months depending on how your company's scheme has been set up. This is commonly known as a salary sacrifice or salary exchange scheme. You agree with your employer that each month the payment will be deducted from your gross salary in return for the use of the bike and safety equipment you use for commuting. This element of salary will not have Tax or National Insurance applied to it, making this a Tax free benefit.

Can I choose any bike?

As long as the store you choose to visit either stocks or can order the bike you want then you are not limited to any particular make or model, therefore you can choose the best bike that suits your needs and budget.

How many times a week do I have to use my bike for work?

The bike hired through the scheme is provided on the basis that you intend to make at least 50% of your trips or part trips to work using the bike. However, there is no requirement for you to specify what days/months of the year you will do this or record trips. N.B. you may also use your bike for leisure and weekends and whilst you are on holiday.

Will my pension & other State Benefits be affected?

Most pension schemes will continue to calculate your pension contributions on your original gross salary. If you are unsure please check with your employer. Effects on the S2P (formerly SERPS) are likely to be negligible (please refer to your company policy if you require further advice). Other benefits such as statutory sick pay and job seekers allowance are again unlikely to be affected.

I'd like to join what do I have to do?

Firstly find out your local participating bike shop or Halfords store. You then visit the shop and choose your ideal package. To apply for your required Letter of Collection value, simply call 01908 303498 or log on to www.cemexlifestyle.co.uk, and select Tax Free Cycle Scheme or Halfords Cycle2Work Scheme. Once your employer has received your application and you have been approved, a letter detailing your requested value will be sent to your home address. You then take this along to your local store or Halfords to collect your bike and safety equipment.

What happens if the bike gets stolen before the end of the agreement?

It is important that you make suitable provision to safeguard the bike. You may take a specialist policy but it is often easier to add the bike to your usual household policy. If the bike is stolen your employer will continue to deduct the monthly value from your salary until the end of the agreement.

Do I need to maintain the bike myself?

You are responsible for maintaining the bike for your own use. Your local shop or Halfords will be able to advise you about the necessary servicing depending on how you use your bike.

What happens if I go on unpaid leave?

During approved unpaid leave such as extended Maternity leave or a career break the hire agreement is likely to be suspended by your employer until you return to work and full pay resumes.

What happens if I leave my job before I've finished paying for my bike?

Under the terms of the hire agreement you will agree to settle all outstanding monies before you leave. The outstanding balance will be deducted from your final net salary payment.

Will cycleplus/cycle2work affect my Tax credits?

Most staff will benefit from joining the scheme. Current advice suggests that bike schemes are unlikely to affect Child Tax Credits. If you are in receipt of Working Tax Credits due to a lower household income then this may cancel out any benefit you gain from the scheme. As everybody's circumstances are different we recommend you contact the Inland Revenue on 0845 300 3900 if you are unsure.

What are the benefits of participating in the scheme?

- You can save up to 42% in Tax and National Insurance
- You pay monthly and so can spread the cost
- You can choose from any make or model available from a range of local bike shops or Halfords stores
- You can improve your health and fitness along with reducing your carbon footprint

Who is eligible?

Cycleplus and cycle2work are governed by the Department for Transport. In order to receive the Tax benefits resulting from a salary sacrifice arrangement you will need to be a UK taxpayer, who can benefit from the Tax efficiencies of the scheme.

What value of bike can I choose?

You can choose to take between £100 and £1,000. When deciding on a bike value it's important to consider carefully the amount you can afford and the type of bike that best suits your needs. Once you have chosen your value, completed the hire agreement and received your Letter of Collection you will not be able to increase or decrease the amount you have chosen.

Can I use the scheme to get a bike for a family member, partner or friend?

No - the bike must be used by you and mainly for the purpose of commuting to work. However the bike can be used in leisure time so you may use the bike in your free time to cycle with friends and family.

Can I apply for more than one bike?

Yes you can apply for a maximum of 2, providing that you use both the bikes for commuting to and from work.

Is the bike mine straight away?

The bike and goods remain the property of your employer for the duration of the agreement. At the end of the hire period you may be given the opportunity to take ownership of the bike at a fair market value (plus VAT).

What happens if I do not want to keep the bike at the end of the agreement?

If you choose to become the owner of the goods, you may be offered the opportunity to do this at fair market value. This amount is not Tax and National Insurance free. If you choose not to buy the bike you will be charged the equivalent of the Fair Market Value to dispose of the goods. The fair market value cannot be specifically stated before or during the scheme as this could be considered a benefit in kind and hire-purchase does not warrant any Tax-relief.

What is a salary sacrifice arrangement and how are the savings made?

Salary Sacrifice or Salary Exchange basically means you have agreed with your employer to exchange a proportion of your salary in return for some form of non cash benefit, in this case the hire of a bike.

*savings based on a higher rate tax payer

GLOBAL SAFETY ALERT

SA 2016 /7

Hand Injuries



BRIEF DETAILS OF INCIDENTS

- ! During the first quarter of this year, 52 employees and contractors injured their hands at work. These account for 40% of our total recordable injuries
- ! These types of injuries are usually very painful. Some were so severe that 7 people needed to have time off work
- ! Cement and Readymix operations account for 60% (31) of all hand injuries
- ! Maintenance work accounted for 50% (25) and work involving hand held tools contributed to nearly 40% (20) of the incidents
- ! Several site visits have highlighted examples of people putting themselves at risk by not wearing gloves

Your hands can be one of the most vulnerable parts of your body if not protected.

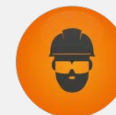


PREVENTING HAND INJURIES

- ✓ The CEMEX Standard for wearing gloves has been strengthened to now require them at all times as the norm in all production/operational areas.
- ✓ The only exceptions are:
 - when driving vehicles
 - while only walking on a ground level designated route
 - when carrying out non hazardous work that relies on touch sensitivity where gloves impair ability e.g. writing, using a touch sensitive key pad
 - if a risk assessment identifies the gloves create a hazard e.g. entanglement while working on a lathe
- ✓ Carry out pre-job risk assessments to determine the correct type of gloves for the task and the correct tools to use
- ✓ Promptly replace gloves when they become damaged
- ✓ Our Safety Essentials are designed to prevent injuries. Follow them at all times



Look After Yourself
and Each Other



Personal Protective
Equipment



Manual
Handling



Tools and
Equipment

6th May 2016

	Document Title: CEMEX Health & Safety Management System Supporting Global Standard Personal Protective Equipment	Reference No.: Appendix B
		Revision Ref.: B
Date of Entry: 3 rd May 2016		Page No.: 1 of 2

The following standards are minimum requirements that must be implemented by line managers and achieved by all operations, unless local legislation restricts them. Any additional requirements within local legislation must also be complied with at all times. Any deviation from these requirements shall be evaluated through a comprehensive documented risk assessment and the final decision must be formally authorised by the relevant Country Senior Management Team Member responsible for that business.

- 1) Where reasonably practicable, all risks must be controlled at source by an engineered solution rather than relying on PPE. Refer to Element 2 Risk Management for further information on the hierarchy of controls.
- 2) Managers must carry out risk assessments and define the PPE requirements for all tasks under their control.
- 3) The standard of all Personal Protective Equipment (PPE) must be sufficient to be effective for the purpose, and comply with any national legal requirements. PPE includes, but is not limited to, laced up ankle safety boots, safety helmets, high visibility clothing, waterproof clothing, thermal clothing, life jackets, gloves, hearing protection, eye protection, dust masks, respirators, safety harnesses and seatbelts in vehicles.
- 4) Employees, contractors and the public must wear appropriate PPE when on CEMEX sites. As a minimum standard, safety helmets, safety footwear, eye protection, gloves and high visibility clothing must be worn at all times in all production/operational areas. The only exception is exclusion zones determined by local management such as canteens and offices. Refer to No 13 for further details of each item of PPE.
- 5) Seat belts must be worn at all times by employees and contractors who travel in/operate company mobile plant and motor vehicles or when using other mobile plant and motor vehicles for CEMEX business.
- 6) Managers should ensure that all employees, contractors and members of the public are instructed in the correct use, and when required, the maintenance of PPE.
- 7) The correct use of PPE must be enforced by line managers at all times. Other personnel should also be encouraged to raise concerns if non-compliance is observed.
- 8) Adequate records must be kept of appropriate PPE that is issued e.g. where items have an expiry date, items of longer term use etc.
- 9) PPE must be inspected on a regular basis. Systems will be in place to ensure that any defect to PPE can be reported and replacements must be issued promptly. Line Managers must ensure that PPE is always available for employees to use.
- 10) PPE must be kept in good condition and it is important that suitable arrangements are in place for maintenance/cleaning and storage.
- 11) Depending upon work tasks etc, any deviation from the list must be identified as a safer option following a risk assessment. Other PPE, such as hearing protection, respiratory protection, safety harnesses/fall arrest and life jackets, may be required depending upon work tasks being undertaken. Such requirements must be included in site rules and the risk assessment.
- 12) Due to practicalities, the requirement for gloves and laced up ankle safety boots do not extend in their entirety to visitors or customers who, as a minimum, are required to wear safety helmets, eye

	Document Title: CEMEX Health & Safety Management System Supporting Global Standard Personal Protective Equipment	Reference No.: Appendix B
		Revision Ref.: B
Date of Entry: 3 rd May 2016		Page No.: 2 of 2

protection, high visibility clothing and safety footwear. In any case, visitors, customers and all people must be protected from hazards. Regular visitors and customers should be encouraged to adopt the higher standards of PPE implemented for employees and contractors, where possible.

13) Minimum PPE Requirements for Employees & Regular Contractors in production/ operational areas:



Safety Helmet: Industrial safety helmet to approved legal standards. Bump caps are not permitted. They must be worn correctly and stored away from direct sunlight. Avoid paints/solvents and if adhesive stickers are used then ensure the materials don't affect the integrity of the helmet or conceal damage or defects. Helmets must be replaced if damaged, or as required by manufacturers' instructions and local legal requirements.



High Visibility Clothing: Normally "fluorescent yellow" or "fluorescent orange" that covers the upper body and incorporates bands of retro reflective material in accordance with required standards. In addition the clothing material must be sufficiently flame retardant for workers who could be exposed to a flammability risk e.g. welders, personnel using gas cutting torches, electricians who may experience the potential for arcing etc. Although not a global minimum requirement, high visibility trousers of the same standard should also be considered.



Gloves: Shall be worn at all times in all production/operational areas. The only exceptions allowed are when driving vehicles, while only walking on a ground level designated route and when carrying out non hazardous work that relies on touch sensitivity where gloves impair ability e.g. writing or using a touch sensitive key pad. Gloves should not be used if a risk assessment identifies they may introduce an additional hazard e.g. entanglement while working with a lathe. The correct type of hand protection should be selected for the specific work activity e.g. PVC gloves for work with chemicals, Kevlar cut resistant gloves for use with blades and rigger gloves for general manual work.



Eye Protection: Shall be worn at all times in all production/operational areas. The eye protection worn must be suitable for the work activity being undertaken e.g. safety glasses for general use and protection from low energy impact, suitable safety goggles or face shields where there is a risk of chemical splashes or high energy impact e.g. welding. Where required, prescription safety glasses should be provided.



Laced up Ankle Safety Boots: Laced up boots that provide ankle support shall be worn and incorporate safety toecaps and, where required, anti-puncture midsoles e.g. steel or Kevlar. Specific boots may be needed to provide additional protection against contact with hot surfaces, insulation against heat/cold, etc. Waterproof safety boots (e.g. wellingtons) are permitted for work in waterlogged areas.

STEP RIGHT UP!



Whether or not you are one of the 900+ people taking part in this year's Pedometer Challenge, with the warmer weather, **May is a great month to build a little more exercise into your daily routine.**

Sedentary Lifestyles – The Risks:

People tend to be less active nowadays, partly because technology has made our lives easier...we drive cars or take public transport, machines wash our clothes, we entertain ourselves in front of a TV or a computer screen and fewer people are doing manual work.

Research suggests that many adults spend more than seven hours a day sitting down, at work, on transport or in their leisure time. **Inactivity is described by the Department of Health as a “silent killer”.** Evidence is emerging that sedentary behaviour, such as sitting or lying down for long periods, is bad for our health.

Not only should we try to raise our activity levels, but we should also reduce the amount of time we spend sitting down.

Benefits of Exercise:

Whatever your age, there's strong scientific evidence that being physically active can help you lead a healthier and even happier life.

People who do regular activity have a lower risk of many chronic diseases, such as heart disease, type 2 diabetes, stroke, and some cancers.

Research shows that physical activity can boost self-esteem, mood, sleep quality and energy, as well as reducing the risk of stress, depression and dementia.

What counts?

To stay healthy, adults should **try to be active daily and aim to achieve at least 150 minutes of physical activity over a week** through a variety of activities.

For many people, the easiest way to get moving is to make activity part of everyday life, like walking or cycling instead of using the car. The more you do, the better, and taking part in activities such as sports and exercise will make you even healthier.

For any type of activity to benefit your health, you need to be moving quick enough to raise your heart rate, breathe faster and feel warmer. This level of effort is called moderate intensity activity.

If your activity requires you to work even harder, it is called vigorous intensity activity. There is substantial evidence that vigorous activity can bring health benefits over and above that of moderate activity, but be careful not to over exert yourself and consult your GP if you have any pre existing conditions.

Why not try and build a little more exercise into your daily routine?... You could plan some weekend walks or other exercise activities with the family, such as cycling, or perhaps set up walking groups with colleagues at lunchtimes or after work. Remember to Look After Yourself and Each Other!



HEALTHY HEART



WATCH YOUR HEALTH