

SLIPS
TRIPS
& FALLS



STOP THINK ACT



CEMEX EMEA Campaign to Prevent “Slips Trips & Falls” 2022



Dear Managers,

From July to November we will implement an interactive ‘Slips, Trips & Falls’ prevention campaign.

The intention is to focus actions on four topics associated with significant slip, trip and falls risks:

- **July / August: Stairs and Floors**
- **September: Housekeeping Outside**
- **October: Housekeeping Inside**
- **November: Lighting**

Involvement of teams will be promoted using ‘hazard spotting’ activities.

In parallel, during that period, posters will be provided to alert employees to the importance of safe behaviours to minimise risk.

While improving our sites, this is also an opportunity to standardise the appearance of sites (good practices will be shared).

Thanks for your collaboration.

SUMMER Stairs & Floors

SEPTEMBER Outside Housekeeping

OCTOBER Inside Housekeeping

NOVEMBER Lighting Quality





Focus on... Inside Housekeeping



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“Slips Trips & Falls” Campaign
Inside Housekeeping | October 2022



Remember: Housekeeping is not a minor issue

- ❑ We know our teams work hard and are passionate about what they do
- ❑ However, poor housekeeping can let a site down – it gives the impression of a lack of care and attention and a poor culture
- ❑ Visitors could question the commitment of the team
- ❑ Poor housekeeping can also impact morale and our sense of pride
- ❑ And not only that – poor housekeeping has serious health & safety implications! It creates risks and could cause accidents.



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Inside Housekeeping | October 2022



This month, we are asking teams to:

- ☐ Complete “hazard spotting” activities on each site associated with inside housekeeping to identify any issues & create a NMHA for each
 - ☐ Walk the different buildings & offices – what hazards do you spot?
 - ☐ Check the storage areas & workshops
 - ☐ Verify the shelves
 - ☐ Avoid storage of long parts vertically
 - ☐ Verify the cabling below your desk
 - ☐ Perform a clean up of the files of your computer
 - ☐ Produce before and after posters to highlight improvements
- ☐ identify areas where there are regular storage problems
- ☐ Going further with 5S methodology
- ☐ Remind the team that housekeeping issues are not minor, and should be reported as a NMHA if applicable
- ☐ Ensure site inspection schemes include formal housekeeping checks (exterior and interior) at least quarterly



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Inside Housekeeping | October 2022



Going deeper... remember 5S!

- ☐ Are you using 5S methodology on your site?
- ☐ 5S results in a workplace that is clean, uncluttered, safe, and well organised, to help reduce waste and optimise productivity
- ☐ Work through the below steps with your team:
 - ☐ **Sort** – Eliminate whatever is not needed by separating needed tools, parts, and instructions from unneeded materials.
 - ☐ **Set in order** – Organise whatever remains by neatly arranging and identifying parts and tools for ease of use.
 - ☐ **Shine** – Clean the work area by conducting a clean-up campaign.
 - ☐ **Standardise** – Schedule regular cleaning and maintenance by conducting the first three S daily.
 - ☐ **Sustain** – Make 5S a way of life by forming the habit of always following the first four S's.



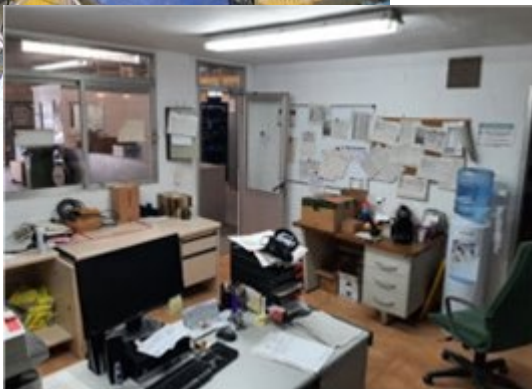
CEMEX
“Slips Trips & Falls” Campaign - Housekeeping
Examples from the EMEA Region



GOOD



BAD



CEMEX

“Slips Trips & Falls” Campaign - Housekeeping Posters



SLIPS TRIPS & FALLS

STOP THINK ACT

ARE YOU USING 5S TO KEEP YOUR WORKSHOPS SAFE & TIDY?

5S results in a workplace that is clean, uncluttered, safe, and well organised, to help reduce waste and optimise productivity

Follow the below steps:

- Sort
- Set in Order
- Shine
- Standardise
- Sustain

KEEP STANDARDS HIGH AND STAY SAFE

SLIPS TRIPS & FALLS

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WHAT DOES YOUR SITE SAY ABOUT YOUR STANDARDS?

Poor housekeeping lets a site down – it shows lack of care and attention and poorly reflects our culture. Would you want your house to look like this?

It also creates risks and could cause accidents.

Take a walk around your buildings & offices and see how many hazards you spot. Take care of others by taking care of your site.

KEEP STANDARDS HIGH AND STAY SAFE

SLIPS TRIPS & FALLS

STOP THINK ACT

SLIPS, TRIPS AND FALLS – SITE IMPROVEMENT EXAMPLES

BEFORE

Add Images Here

AFTER

Add Images Here

KEEP STANDARDS HIGH AND STAY SAFE

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SLIPS TRIPS & FALLS

STOP THINK ACT

ARE YOU HELPING SET HIGH STANDARDS? ARE YOU PROUD OF YOUR WORKSHOPS, OFFICES & DESKS?

We expect a high level of inside housekeeping at our sites, and we all play a part to keep things tidy, and safe.

These examples show what a difference a clear up can make.

Take pride in where you work and look out for others by taking care of your site.

KEEP STANDARDS HIGH AND STAY SAFE

BEFORE

AFTER



SLIPS TRIPS & FALLS

STOP THINK ACT

THE JOB ISN'T FINISHED UNLESS IT'S LEFT TIDY

Keeping our sites clear of hazards is an important part of doing a good job and looking out for others.

Work areas should be kept tidy / organised at all times. When finishing a task and at the end of the day, take a look around and make sure all outside housekeeping is in order.

KEEP STANDARDS HIGH AND STAY SAFE





**Remember –
the higher
standards we
set, the more
we achieve!**

