



Welcome to UK News 20th October 2022
your weekly update from around CEMEX UK
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You can also follow us on our social media channels



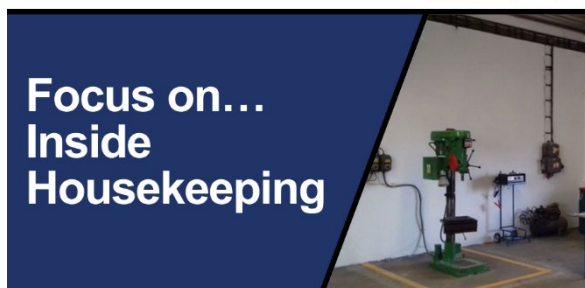
HEALTH & SAFETY

Slips, Trips & Falls – Inside Housekeeping

CEMEX
"Slips Trips & Falls" Campaign
Inside Housekeeping | October 2022



Our Slips, Trips & Falls prevention campaign continues in October with a focus on **Inside Housekeeping**.



In this third phase, site teams are asked to review and improve housekeeping indoors where appropriate and look for areas where there is room for improvement.

We encourage teams to complete a "hazard spotting" exercise focussed on inside housekeeping and capture any issues via the Near Miss / Hazard Alert system. Identifying any areas where there are particular storage problems and using 5S methodology where appropriate

to improve standards. It is also suggested we ensure site inspection schemes include formal housekeeping checks (exterior and interior) at least quarterly.

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.

This week and next we will be sharing a series of posters for displaying on your workplaces notice boards.

Managers can find full details of this Inside Housekeeping – Slips Trips & Falls campaign at the end of this document and on the UK News download page, along with the before & after template.

You can also find the first in our series of posters at the end of this document and in the download section of the UK News website. This week's poster focusses on 5S.

Congratulations East Leake Quarry



A huge congratulations to the team at East Leake quarry in the Midlands who are celebrating 20 Years LTI. What a fantastic achievement.

LTI and TRI milestones demonstrate that ZERO is possible, especially in challenging environments and working processes. With the right level of focus and attention to health & safety, our Zero4Life objective can be met and sustained.

Latest Safety Alert



The team in Spain have kindly shared their latest Safety Alert relating to an incident where a colleague fractured his arm while clearing spillage from the base of a bucket elevator on a Concrete plant.

It was fortunate our colleague's injuries were not even more severe, we wish him a good recovery.

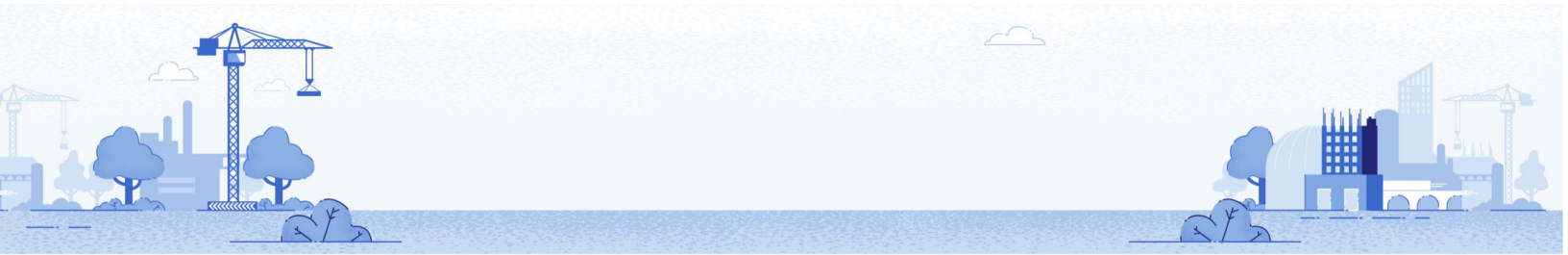
You can find the Safety Alert at the end of this document and in the download section of the UK News website: www.cemexuknews.co.uk/downloads

Please review the Alert with your teams, as it includes several learning points that are relevant not only to plant isolation, but also wider safety aspects.

Some of the following contributory and root causes provide good discussion points:

- It was past the employee's usual finish time at the end of his shift. In such circumstances, how do we ensure we don't put ourselves under pressure, take short cuts, or suffer from distraction?
- The bucket elevator was not properly isolated, with the locking bar not inserted right through the elevator and padlocked. It is essential we comply with isolation procedures, however, in this case, it was identified that the isolation procedure was generic and did not consider some plant specific requirements.
- Do we involve our teams in developing clear, concise safe systems of work? By involving the people who do the tasks, we can ensure a good understanding of the procedures and confirm they are practical.
- Do we consult on the effectiveness of existing safe systems of work, encouraging people to speak up if there are any shortfalls or improvements that can be made?
- The injured person's arm was "in the line of fire". This could have been avoided if better access was available at the base of the elevator and a more suitable tool used.
- Do Managers and Supervisors monitor compliance with key safety systems?
- Finally, a Take 5 assessment should have been completed, and it should be remembered that any work on a bucket elevator requires a Permit to Work in accordance with CEMEX Global Standards.

Please also display the Alert on relevant noticeboards.



Flu Jab and COVID Booster Reminder



From Friday 14th October everyone in England aged over 50 is now able to book their COVID booster. Over 50s in Wales and Northern Ireland are already eligible for jabs. The Scottish government says that it will begin inviting 50 to 64-year-olds soon.

We encourage everyone eligible for the COVID booster to get their boosters and also everyone to book their flu jabs. If you want to have both jabs at the same time, NHS England says you can ask during your first appointment, although it may not be possible.

The flu vaccination is important because:

- while flu is unpleasant for most people, it can be dangerous and even life threatening for some people, particularly those with certain health conditions
- more people are likely to get flu this winter as fewer people will have built up natural immunity to it during the COVID-19 pandemic
- if you get flu and COVID-19 at the same time, research shows you're more likely to be seriously ill. By getting the flu vaccine, you reduce the risk of becoming a burden on the already overstretched NHS.

You can have the NHS flu vaccine at:

- your GP surgery
- a pharmacy offering the service – if you're aged 18 or over
- some maternity services if you're pregnant

As usual, CEMEX will reimburse the cost of the vaccination for those that are not entitled to a free jab. All that employees have to do is provide their Line Manager with an itemised receipt and they will arrange for you to be reimbursed the cost of up to a maximum of £20.

Note for Managers: Requests for reimbursement should be sent to the HR Admin team on 'gb-hrcentraladmin@cemex.com'

Saves Lives Early Detection

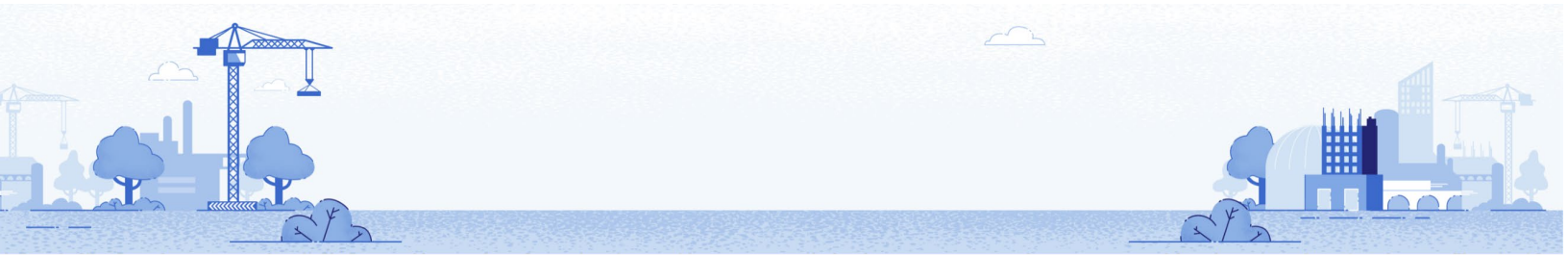
EARLY DETECTION
SAVES LIVES



October is Breast Cancer Awareness Month – an annual international health campaign to increase awareness of the disease, promote early detection and raise funds for treatment research.

This year's slogan is 'Early Detection Saves Lives'.

Each year more than 2 million people have breast cancer screening in the UK. The NHS Breast Screening Programme invites anyone from the age of 50 to 70 for screening every three years.



Screening is a personal choice and having a screening test is not for everyone. But if something doesn't feel normal, encourage people to speak to their doctor.

Our CEMEX UK Charity of the Year, Cancer Research UK has some excellent online resources and advice for breast screening which you can find [here](#).

For people under the age of 50, it is really important to check your own breasts.

For more information check out the Breast Cancer UK's website where you can find helpful advice for self – checking. Click [here](#).

Studies show that **at least 30% of breast cancer cases are preventable**. By making changes to your lifestyle, you can reduce your risk of getting breast cancer.

By taking the right steps now, it is possible to prevent breast cancer in the future. Take a look at this website for more information about prevention: <https://breastcancerprevention.org.uk/>

We also recommend watching this video – [Reduce your risk of Breast Cancer](#)

You can make everyday changes to reduce your risk – check out this helpful guide with everyday ideas [here](#).

COVID-19 Update – 11/10/22



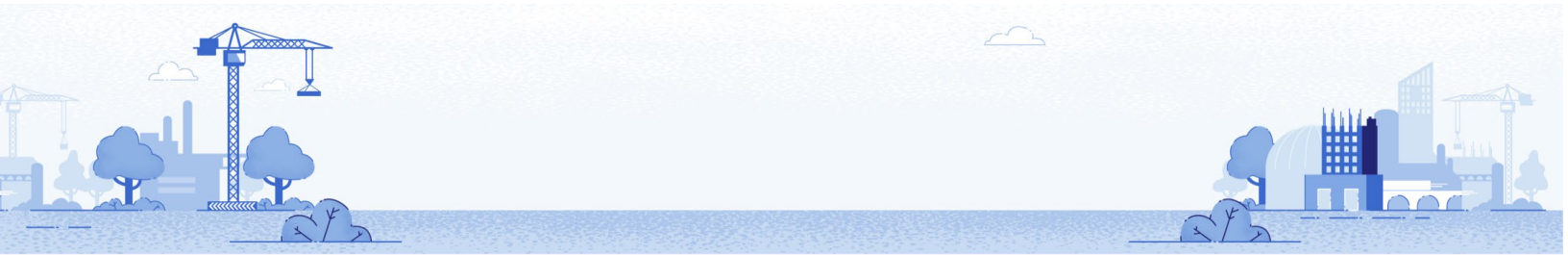
It may be that as the weather gets colder we are seeing the start of a spike in cases of the virus. For this reason we wanted to remind all employees of the need to be vigilant and do what they can to minimise the risk of the virus spreading – please continue to maintain good hand washing and sanitising practices, and ensure ventilation of enclosed spaces.

In particular, please remember if you have symptoms or test positive for Coronavirus, do not come into work – this is very important as it will help reduce the risk of your colleagues, contractors and those around you coming into contact with the virus. Please be considerate of others and remember the increased threat to those who have a compromised immune system.

The NHS advise that, if you have COVID-19, you can pass on the virus to other people for up to 10 days from when your infection starts. Many people will no longer be infectious to others after 5 days.

You should try to stay at home and avoid contact with other people for 5 days. Avoid meeting people at higher risk from COVID-19 for 10 days, especially if their immune system means they're at higher probability of serious illness from COVID-19, even if they've had a COVID-19 vaccine. This starts from the day after you did the test.

If you are feeling unwell and do not test positive for COVID-19 and do not feel well enough to go to work and do your normal activities, you should try to stay at home and avoid contact with other people.



Avoid meeting people at higher risk from COVID-19, especially if their immune system means they're at higher risk of serious illness from COVID-19, even if they've had a COVID-19 vaccine. You can go back to your normal activities if you feel well enough to do so and do not have a high temperature.

Please also remember that all cases of Coronavirus must be notified to your Line Manager and the Health & Safety team at the earliest opportunity. This procedure still applies to those who are working remotely, even if they do not need to be absent from work.

All COVID-19 related absences / self-isolation should be logged via the dedicated online form, accessible [here](#), and absences recorded on SAP as you would do normally.

October Cardio Campaign - Obesity



Being overweight or obese can present us with major risks. Small incremental changes in our daily lives can make a big difference to our health and how we feel.

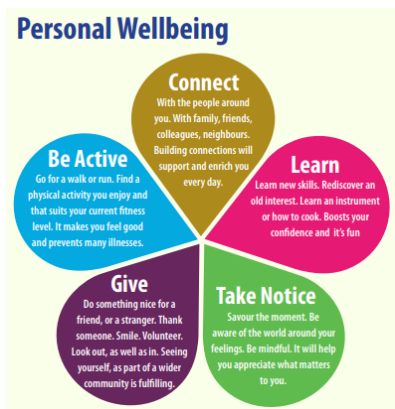
Remember... being overweight or obese represents a major risk factor for cardiovascular disease and heart attacks.

A healthy Body Mass Index (BMI) should be between 18.5 and 24.9.

By getting enough sleep, taking physical exercise and having good nutrition will contribute towards having a healthy Body Mass Index.

We are sharing some further advice for self care in the next UK News article 'Self Care Week'. Click the 'next' button to read on.

Self Care Week



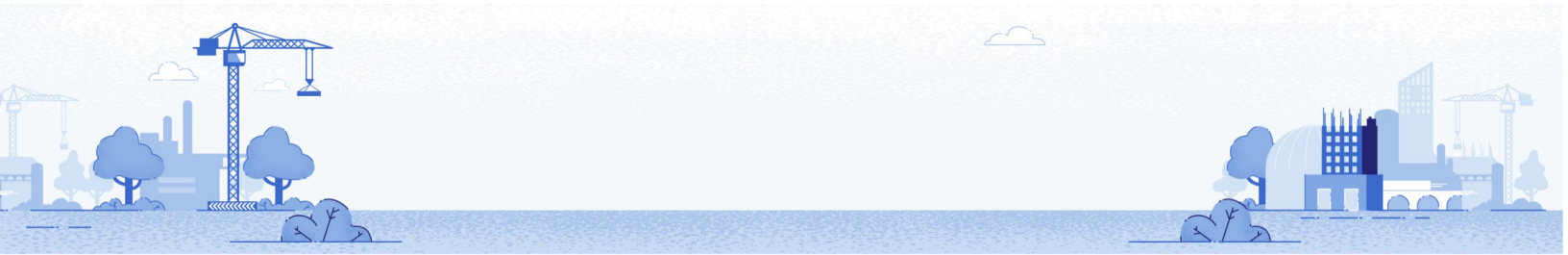
This week is Self Care Week, an annual national event that raises awareness of what we can all do to improve our physical health and mental wellbeing.

The theme this year is Exercise Self Care for Life. The intention with the theme of "exercise" is for it to have a double meaning – the literal sense of getting physically active, as well as the "act" of self care which of course includes the whole spectrum of self care such as daily choices like brushing our teeth, choosing to take the stairs etc, managing long term conditions, looking after our mental wellbeing, understanding how to take care of minor ailments etc

At the end of this document and in the UK News download section: www.cemexuknews.co.uk/downloads you can find some excellent advice about the Power of Self Care, with advice about Personal Wellbeing, Out and About and Exercise, Weight Awareness, Eating and Diet, Risks and Prevention.

Please print the document and share on your office notice boards.

For further help and advice about Self Care visit <https://www.selfcareforum.org/events/self-care-week/>





CUSTOMER CENTRICITY

Your Voice Makes a Difference

INTERNAL NPS SURVEY H2 2022



If you order and schedule deliveries for products including Aggregates, Cement and Admixtures then look out for an internal customer survey. This survey aims to find out perception of CEMEX's intercompany processes and services regarding raw materials such as ordering, scheduling, delivering, technical support and others. Your voice will help to identify best practice.

The second Internal Survey launched last week on Tuesday 11th October and will remain open until 31st October.

Look out for an email with a link to the internal NPS survey from customer@experience.cemex.com.

You can find an awareness poster in the download section of the UK News website: www.cemexuknews.co.uk/downloads



FUTURE IN ACTION

Government Funding for Sustainable Maritime Technologies

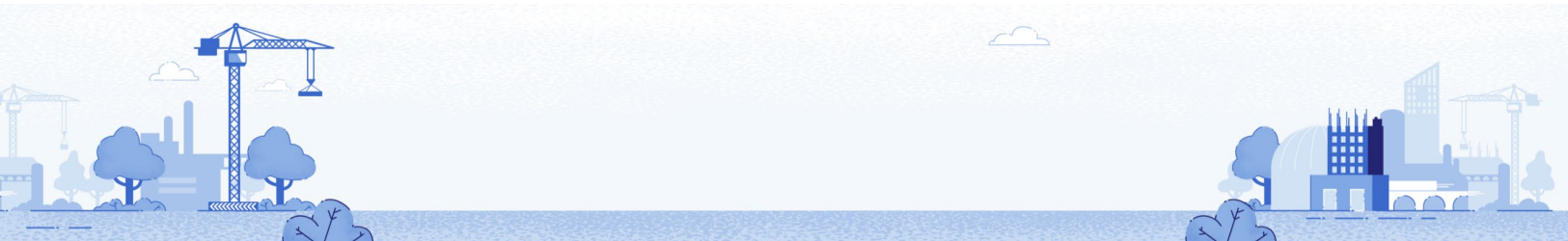


CEMEX and partners, iconsys and University of Warwick, have been awarded funding from the Department of Transport for the development of a shore power system to eliminate the operation of on-board diesel engines while its ships are discharging marine aggregates.

CEMEX's participation demonstrates its commitment to fostering partnerships with forward-thinking organisations as part of its efforts to achieve true carbon neutrality, in line with the Future in Action program.

The project will investigate the feasibility of developing a shore power energy delivery system incorporating battery energy storage, capable of meeting the electrical load requirements of self-discharging commercial cargo vessels; utilising energy derived from carbon free sources. The study will focus on a solution for the CEMEX Go Innovation, which is already the industry's most modern and efficient aggregates dredger.

Laurence Dagley, Operational Excellence and Business Development Director for CEMEX West Europe materials, commented: "Our commitment to sustainability means we are examining every aspect of our operation to cut emissions, including in our marine business. We are very proud to have received this funding from the UK Government for the project, which will also explore the whole-ship energy efficiency, design, and integration to identify areas where systems can be improved, replaced, or removed to reduce the energy requirements.



Additionally, this project could help our vessels meet potential forthcoming 'emissions at berth' regulation while contributing to the UK Government's Clean Maritime objectives."

The Department of Transport has agreed this funding as part of the clean maritime demonstration competition (CMDc), which will help innovative companies and scientists make emission-free maritime a reality.

You can read the full press release [here](#).

Readymix Team Lend their Hands to the RSPB



Recently the Midlands Readymix team, led by Robert Sims, General Manager UK Materials Midlands SW & Wales, spent their Lend a Hand day at the Sandwell Valley RSPB centre where they got stuck into scrub clearance, very important for wetland preservation (habitat management).

Robert Sims commented on the day: "We had a great day at the RSPB centre where we removed sprouting willow trees from the reeds in the wetland's areas. It was hard work but the Midlands Readymix team worked hard all day. After the work had been completed we then spent some time with the community members who use the viewing area daily, to relax and watch the wildlife."



Well done to the team: Rob Sims – General Manager, Craig Brown – Commercial Manager, Christian Vale – Senior Operations Manager, Andrew Hoskins – Operations Manager, Jim Wainwright – Operations Manager, Callum Leese – Sales Executive Birmingham, Tracey Yates – Sales Executive Midlands, Vasile Christian Marcia – HS2 Operations, Samuel Beddow – Technical and Shaquille Pinnock – Technical.

If you've been inspired and want to get involved in a Lend a Hand local to your area, contact socialimpactuk@cemex.com for support. Make sure to share photos with the Comms team!



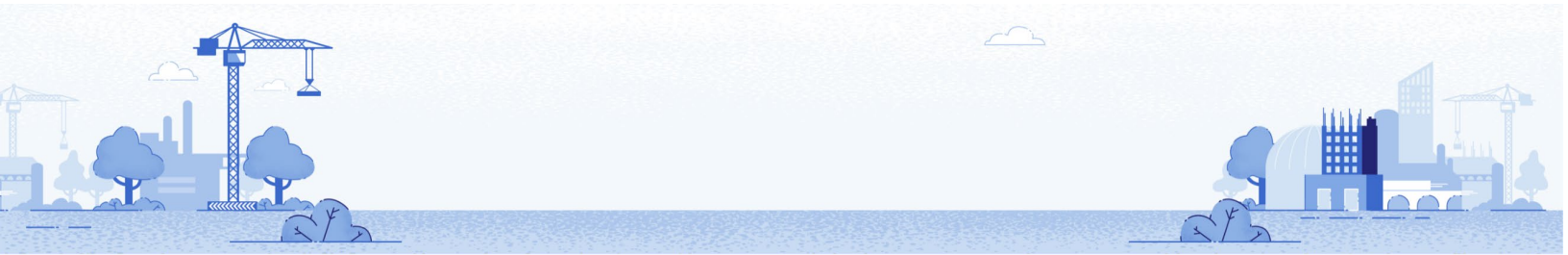
PROFITABILITY

2022 – 2023 Winter Energy Awareness Campaign



In the latest In the Mix podcast Laurence Dagley, Operational Excellence & Business Development Director – West Europe Materials, explained: "Energy is a big talking point across the country at the moment.

Energy prices have risen significantly due to the conflict in Ukraine which means we have a high price for electricity now, but from everything the market is telling us, we're going to see prices rise ever further – specifically over the winter period.



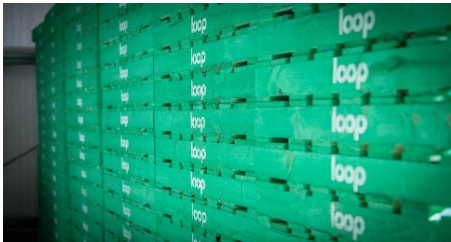
The government has announced a cap on the price we pay for electricity at home, and as a company we anticipate receiving energy help until April 2023. Beyond that, things are uncertain given recent announcements from the government. This current price crisis means that as a business, CEMEX is looking at what we can do to mitigate its impact, particularly over the winter period.”

The Operational Excellence team have put together a detailed and informative presentation that explains what the energy crisis is, what it means for CEMEX and what we must all be doing to help.

Please click this SWAY link [here](#) to read the presentation.

If you would like to receive advance notice of potential TRIAD warnings or if you have any questions, please contact any member of the EXCEED Operational Excellence team.

CEMEX Joins Forces with The Pallet Loop



CEMEX has signed The Pallet Loop Charter, which aims to reduce waste in the construction industry through a national pallet reuse scheme that supports the principles of the circular economy.

The Pallet Loop challenges unsustainable supply chain practices by allowing manufacturers to pay a deposit to use Pallet Loop’s highly durable distinctive green branded pallets, which are 100% FSC-certified.

As Loop pallets move through the supply chain, a deposit passes from manufacturer to merchant to end user. Once used, stacked and stored, the scheme operator collects the pallets and returns deposits, before repairing pallets as necessary and recirculating them.

Graeme Barton, National Sales Manager, Packed Cement, added: “Annually, around 18 million pallets are estimated to be used in the UK construction sector, but only 10% are reused. The Pallet Loop presents us with a solution that is better for business and better for the planet. We will have a far greater impact if we are all pulling in the same direction. We need the whole supply chain onside, because clearly the smallest change in process can have the biggest impact over time.”

To read the full press release click [here](#).

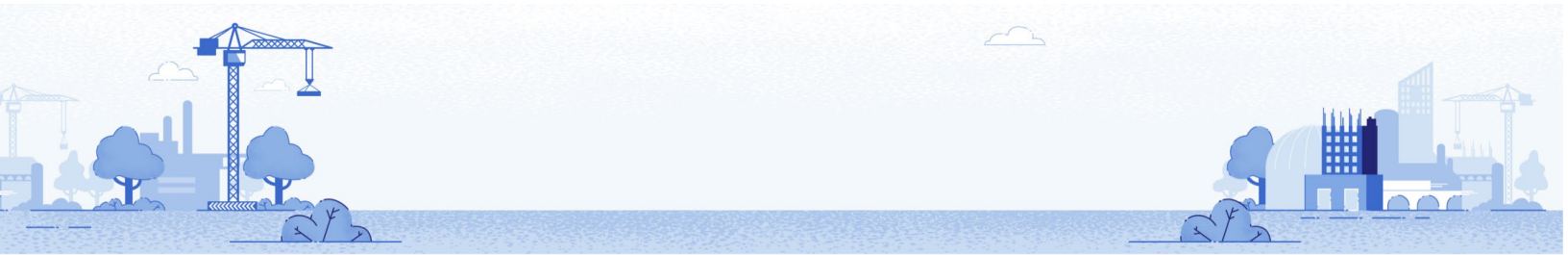
Security & Fire Excellence Finalists



We are proud to share the exciting news that CEMEX UK has been selected as finalists in this year’s Security & Fire Excellence Awards, along with our contracted security suppliers, GMS Security Services Ltd, in the Security Partnership category.

Teams from both CEMEX and GMS Group will be attending the awards ceremony at the Park Lane Hilton on Wednesday 23rd November.

Colin Jones, UK Security Manager, commented: “GMS are more than simply suppliers, they are partners. We work together to resolve a range of security related issues and their service often goes



above and beyond. Our nomination is really rewarding and a perfect reflection of how we work together.”

Ben Neate, Operations Director at GMS, commented on LinkedIn: “Our partnership with CEMEX UK would not be as strong if it were not for the open approach to everything we try and achieve together. I am proud of the journey we have been on since 2018 and am grateful to every stakeholder involved. Our refusal to simply deliver the same delivery model, but to approach each new problem with an open mind and to be confident enough to not always have an immediate solution ensures that we are truly delivering a bespoke service.”

We wish the teams well in the final!



EMPLOYEES

2022 Employee Survey Coming Soon....

**WE'X
SURVEY
2022**

Contribute to design a **great work experience** by participating in our **SURVEY**.

**SURVEY WILL BE OPEN FROM
NOVEMBER 1ST TO 22ND.**

Put a reminder in your diary for the 2022 WE'X (Workforce Experience) Survey. This is your opportunity to feedback about your experience of working for the company. This year the full employee survey, for all online and off line employees, will take place from Tuesday 1st to Tuesday 22nd November.

Without your views CEMEX can't change for the better.

The survey will be completely on-line and is totally confidential. It is administered by a third-party company called Perceptyx, totally separate to CEMEX.

Everyone will be sent an invitation to complete the survey – either via your CEMEX email or by post for those with no CEMEX email address. It will be accessed by email, QR code, and URL via any smart device or computer.

Look out for your email with direct link from Perceptyx or letter with the QR code and let your voice be heard!

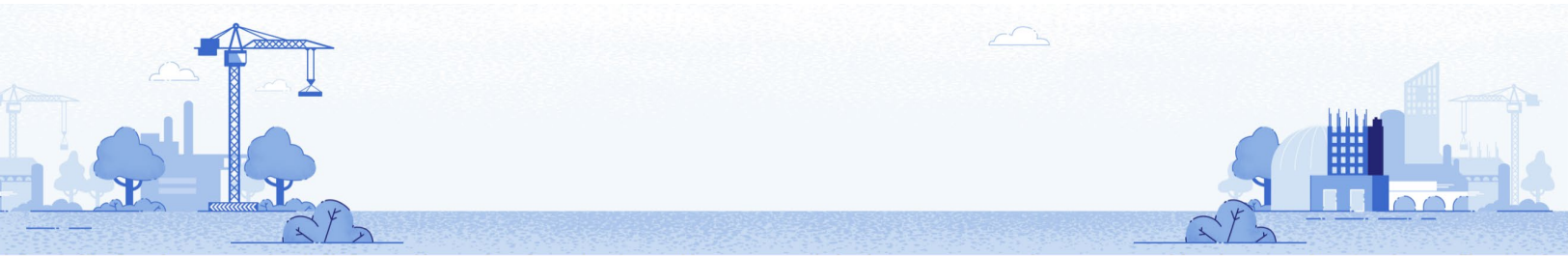
New UK Registered Office Address



From 31st October 2022 our registered office address for the CEMEX UK group of companies will change to our new office at Binley.

– CEMEX House, Binley Business Park, Harry Weston Road, Coventry CV3 2TY

If it would be helpful to customers, vendors or other third parties for you to include details about the change in registered office in your Email Signature, please



refer to the instructions below. If you currently have the Rugby office address as part of your Email Signature, please also include these details.

To update your Email Signature

1. Open Outlook
2. File
3. Options (bottom right)
4. Select Mail from left hand list
5. Click 'Signatures' button
6. Select 'E-mail Signature' tab
7. In 'Edit Signature' box, below your name and contact details, paste the text (in bold print and italics): ***With effect from 31st October 2022, the registered office address for the CEMEX UK group of companies will be CEMEX House, Binley Business Park, Harry Weston Road, Coventry CV3 2TY***
8. OK

Please note that the post code CV3 2TY has very recently been issued for the Binley office, so for the short term it is best to use the original post code of CV3 2TT to find the office using satnav.

MPA Nature Photo Competition



To celebrate MPA members' achievements in creating amazing spaces for nature, the MPA are holding their 5th photo competition.

There are two categories – firstly, for all employees and contractors from our member companies and secondly, for volunteers at restored mineral sites.

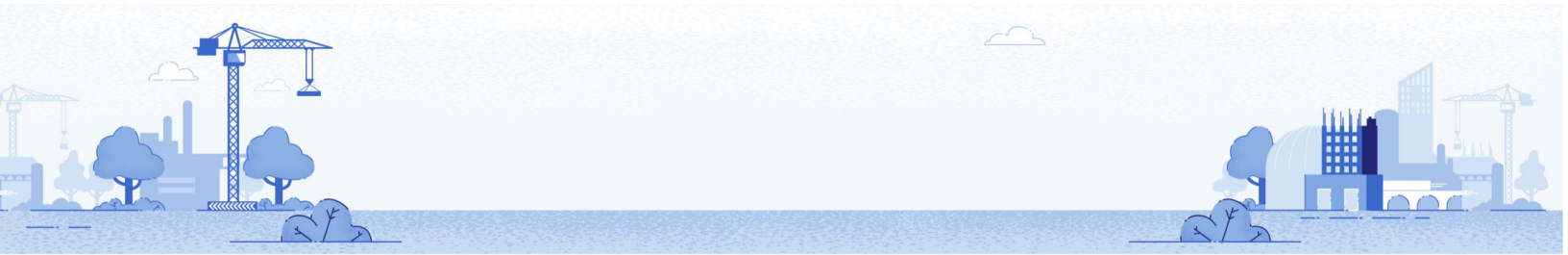
Entries can be images of species (both Fauna and Flora) and habitats (including their landscape setting) found on operational quarries, partly or fully restored sites or any site plant.

The competition is open until **14th September 2023** and any photographs entered must have been taken between 1st January 2022 and 13th September 2023 to allow all the seasons and different wildlife to be captured.

Winners will be announced and images showcased at the MPA Quarries & Nature event in Autumn 2023. They will also be included in the Quarries & Nature calendar for 2024.

Prizes of vouchers for photographic equipment will be awarded to first, second and third placed winners.

Find out more and to see last winners click [here](#).



Cycle to Work



We are pleased to announce that on 10th October until 4th November 2022, this year's Cycle to Work window will be open.

This year the maximum amount that you can spend on a bike and/or accessories is up to £3,000. This will allow those looking to purchase electric bikes to choose from a wider selection.

Our agreement is with Cycle2work from Halfords, you are able to choose from shopping in Halfords, Tredz.co.uk or one of over 800 independent retailers. If you wish to shop at an Independent Cycle Store make sure to visit [Store Locator - Find A Store | Halfords Cycle2Work](#)

Once your application is approved then your Letter of Collection (LOC) is issued within 48 hours and you can go and collect your bike and equipment.

If you encounter any issues accessing the portal please use this link:
<https://cemex.salarydeductplatform.com/Welcome>

Further information and a guide to how to make an application can be found in the download section of the UK News website: <https://www.cemexuknews.co.uk/downloads>

Helpdesk Migration to ServiceNow

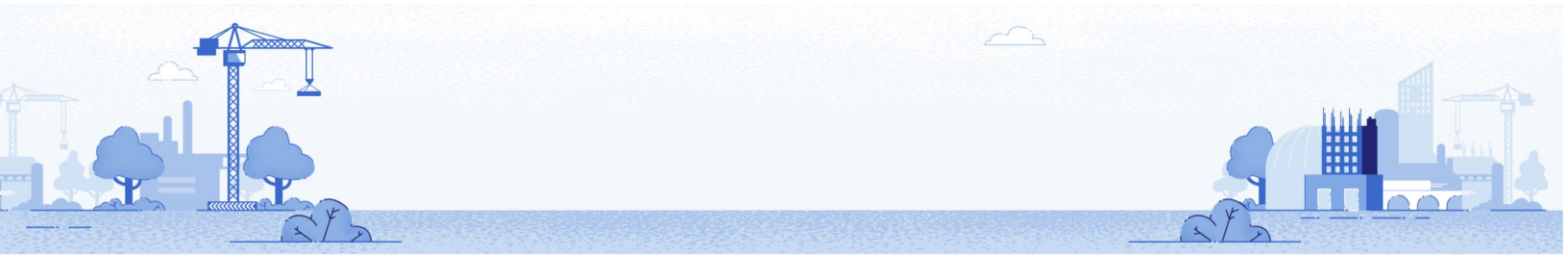


As part of the initiatives to digitalise the operation of the GES, the Procure To Pay services of the P2P Helpdesk will be part of ServiceNow, which will bring this benefits:

- Reports, audit tracking and dashboard.
- Improved appearance regarding email communication.
- Case tracking through the Service Now portal.

The way you request support from the P2P team will not change. You will continue to request email support using known emails from:

Email Group	Team	Type of queries
ncrvendor.recon@cemex.com	Helpdesk Team	Invoice or payment status Payment Remittance requires Vendor statement submission Manual / Urgent Postings CHAPS Request Advance Payment Request <u>Over / Short Payment queries</u> All Urgent Payment requests should be submitted in SNOW only.



gb.invoicematchinggroup@cemex.com	Workflow / Invoice Resolution Team	All queries related to any parked workflow items <u>Complex issues like:</u> - <u>Price / quantity variance</u> - <u>GRN / Ticket issues</u> - <u>Credit note processing</u> - <u>Special handling of a document</u>
gb-vendorhelpdesksscuk@cemex.com	Master data team	All vendor and plant creation and modification related queries
gb-pcardhelpdeskssc@cemex.com	Procurement card team	All Pcard related queries
gb-ssctandclaims@cemex.com	Travel & Expense team	All T&E claims / Cards and Concur related queries
gb.haulierteam@cemex.com	Self Billing Team	Payment Remittance requires
gb.apupload@cemex.com	AP Uploads Team	All AP Upload related queries Long Service Award

The communication about case status and follow-up will now be handled automatically through ServiceNow.

An immediate benefit to you is that the ServiceNow Portal <https://servicenow.cemex.com/> will give you the status of your cases in real time. New features will be enabled in the tool later to further enhance the experience.

We thank you in advance for your collaboration and support in achieving this successful implementation.

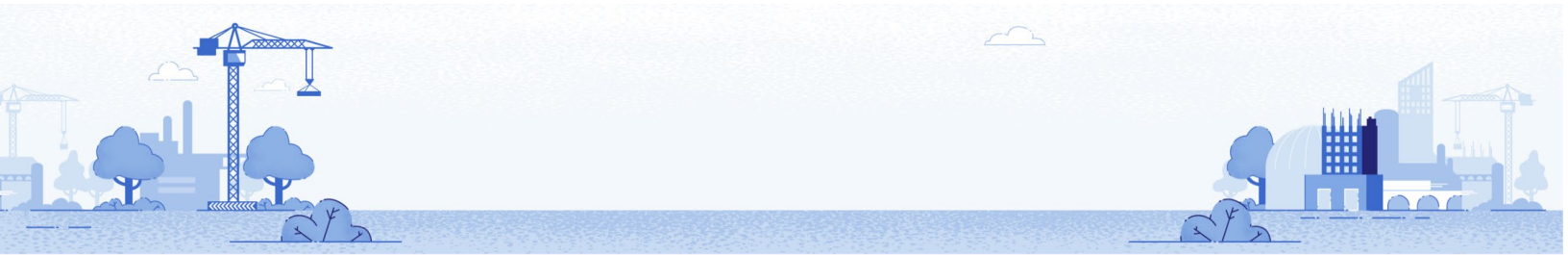
Policy Centre Update



Be sure to check [here](#) for the latest updates to the Policy Centre for September.

Remember that the CEMEX Policy Centre is now all on spark!

You can visit [here](#).



Internal Vacancies

IVC Ref	Position	Company	Location	Closing date
301-10-2022	Plant Manager	Materials – Readymix	Winsford	31/10/2022
302-10-2022	Relief Plant Manager	Materials – Readymix	Hereford	04/11/2022
303-10-2022	Plant Manager	Materials – Readymix	York	01/11/2022
304-10-2022	Operative	Urbanisation Solutions – Building Products	Northfleet	01/11/2022
305-10-2022	Technician	Urbanisation Solutions – Building Products	Wick	01/11/2022
306-10-2022	Plant Manager	Materials – Readymix	Castleford	25/10/2022
307-10-2022	Multiskilled Operative	Urbanisation Solutions – Asphalt	Selby	02/11/2022
308-10-2022	Technician	Urbanisation Solutions – Quality & Product Technology	Buxton	24/10/2022
309-10-2022	Transport Planner	Customer Experience – Cement	Binley	02/11/2022

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

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

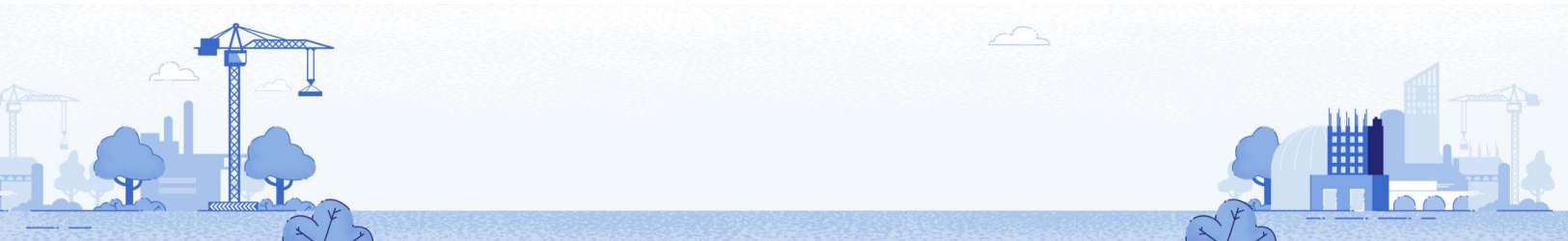
Employee Assistance Programme

Free, confidential support and counselling available for all employees

If you're worried about a work, family or personal issue then the Employee Assistance Programme can help, 24/7.

Support with everything from consumer rights to bereavement, depression & anxiety to childcare.

Visit www.lifestyle-support.co.uk (username: cemex / password: cemex) or call 0808 1682143



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.



STOP THINK ACT



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



Focus on... Inside Housekeeping





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.



STOP THINK ACT

CEMEX
“Slips Trips & Falls” Campaign
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



CEMEX

“Slips Trips & Falls” Campaign

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.



STOP THINK ACT



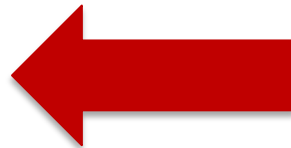
CEMEX
“Slips Trips & Falls” Campaign - Housekeeping
Examples from the EMEA Region



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

CEMEX

SLIPS TRIPS & FALLS

STOP THINK ACT

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

CEMEX

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

CEMEX



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

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SLIPS TRIPS & FALLS

STOP THINK ACT

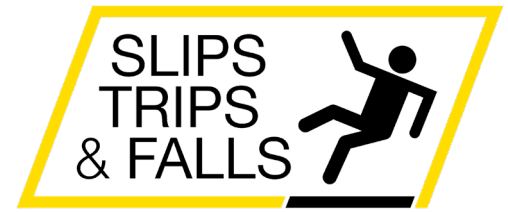
THE JOB ISN'T FINISHED UNLESS IT'S LEFT TIDY

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.

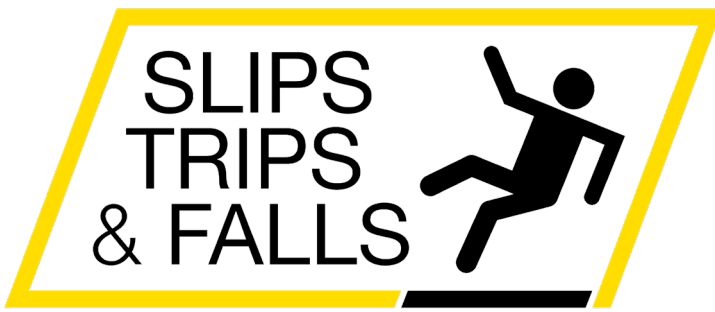
KEEP STANDARDS HIGH AND STAY SAFE

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





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 AND FALLS – SITE IMPROVEMENT EXAMPLES

BEFORE

Add Images Here

AFTER

Add Images Here



**KEEP STANDARDS HIGH
AND STAY SAFE**



LTI – EMPLOYEE – HIT BY BUCKET ELEVATOR – 12/09/2022

INCIDENT DETAILS

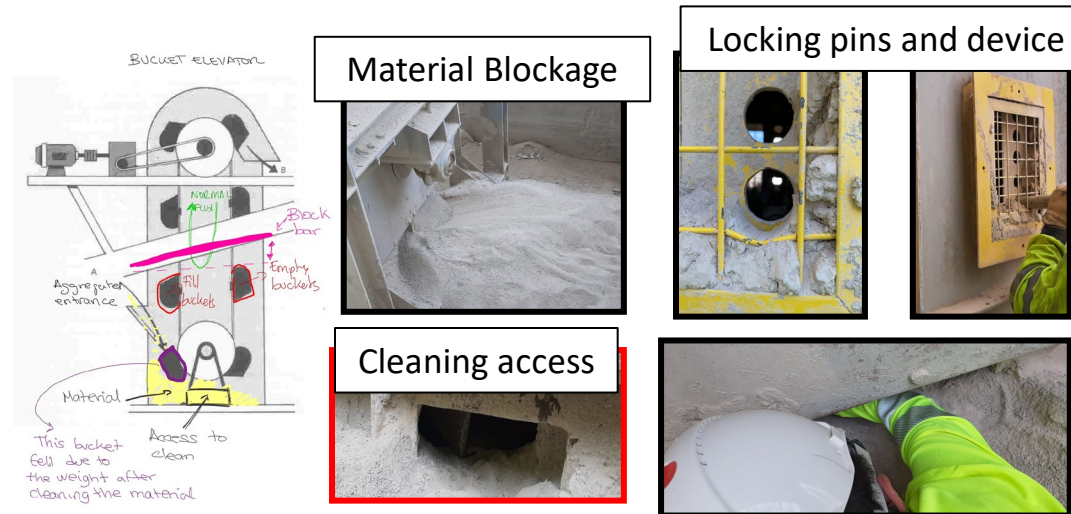
Around 5:45pm the operator detected a blockage in the aggregate bucket elevator of the readymix plant. After he performed electrical isolation, he went to the top of the elevator to place the mechanical locking bar through the bucket chains and then started to remove the material through the hole located at the bottom of the elevator. The operator used a manual tool to remove the excess material of fine sand that produced the blockage and after 15 minutes the buckets released and hit the worker's forearm at elbow height. The operator requested help from other plant personnel who then alerted the emergency services. He was taken to the hospital to have a surgery after fracturing a bone in his forearm

KEY FINDINGS

- ✓ The employee wore all the relevant PPE.
- ✓ The employee was experienced and knew the general LOTOTO procedure, both electrical and mechanical and had received the corresponding training.
- ✓ Blockages in this elevator were very rare
- ✗ The procedure was found to be generic and not specific to the equipment or site.
- ✗ The employee wasn't able to insert the locking bar securely through both ends of the elevator shaft due to the original design of the guard (mesh and holes).
- ✗ The tool used for the removal of the material was not suitable because it caused the operator to insert part of his arm into the elevator area.
- ✗ Access to the area that needed unblocking was small.
- ✗ It was the end of his shift and he wanted to clear the blockage before the following morning. The worker did not perform the Take 5 and a Permit to Work wasn't carried out.

HOW COULD THIS HAVE BEEN AVOIDED?

- Never put yourself or others in the line of fire.
- Lockout systems must be checked periodically.
- Clear, concise and current safety procedures, which have been developed with the workforce to ensure they are well understood and effective



KEY REVIEW POINTS:

- Always STOP & THINK before performing an activity - Take 5! Speak up if you are unsure of cannot follow the correct procedures
- Be sure you have the correct tools and equipment for the task.
- Report always defective equipment or critical devices.
- Follow LOTOTO procedures as indicated.
- Periodic leadership site visits



Isolation Procedures

Never work on live or moving machinery – always 'lock out'.

Tools and Equipment

Use the right, well maintained, tools/ equipment for the job. Never make do.

Safe Systems

Follow safe systems of work, site rules, signage and traffic signals.



The POWER of Self Care

You've got the POWER to take control of your life

P
Personal Wellbeing

O
Out & about & Exercise

W
Weight Awareness

E
Eating & Diet

R
Risks & Prevention

Personal Wellbeing



Mental health and wellbeing

The 5 ways to personal wellbeing will help improve your mental health.

- Take small steps. Pick one or two things that feel achievable at first.
- Give yourself time to figure out what works for you going at your own pace.
- Only try what feels comfortable.

See: <https://www.nhs.uk/mental-health/self-help/guides-tools-and-activities/five-steps-to-mental-wellbeing/>

Sleep

Good sleep is vital to personal and mental wellbeing. Help by establishing a routine at night, avoid using screens, try to wind down, make your sleep environment comfortable. See <https://www.mind.org.uk/>

Spirituality

Spirituality is a feeling of connection with something greater than ourselves and search for meaning in life. Explore the positives of your belief on your mental wellbeing: <https://www.rcpsych.ac.uk/mental-health/treatments-and-wellbeing/spirituality-and-mental-health>

Managing illness

Know how to look after yourself and loved ones during periods of illness. The Self Care Forum's fact sheets tells you how to do this and when to seek help for a range of common illnesses. <https://www.selfcareforum.org/fact-sheets/>

Out and about and Exercise

EXERCISE - some is good, more is better

Exercise improves sleep, helps maintain a healthy weight, reduces the risk of many diseases, helps manage stress and improves your quality of life

Starting out - Exercise

You don't have to be an olympic athlete to be fit- Start with 10 minutes of brisk walking twice a day and you are nearly there! The NHS Active 10 App can help



Starting out- Counting steps

To count your daily steps, use the free apps Google Health on Android phones and Apple Health on iPhones or use a cheap pedometer

- Check your daily step count on a quiet day - it may be between 2500 to 4000 steps already
- Start by aiming for a couple of thousand steps a day extra – 10 minutes brisk walking twice a day will give you this
- Then try to achieve 7500 steps a day

AIM FOR:

150
minutes
moderate intensity
a week

If you can talk but can't sing, it's moderate

Swim

Brisk walk

Cycle

75
minutes
vigorous intensity
a week

If you can't sing or talk, it's vigorous

Run

Sport

Stairs



Why not try the **NHS Couch to 5K App?**
It takes 9 weeks.
No previous running experience is necessary

Build strength
on at least **2** days a week
to keep muscles, bones & joints strong

Gym

Yoga

Carry Heavy Shopping

Minimise sedentary time
Break up periods of inactivity

Less:

More:

Weight Awareness

Get to know your Body Mass Index (BMI)

BMI	Weight Status	Advice
Below 18.5	Underweight	Speak to your GP
18.5 to 24.9	Healthiest weight	Try and keep it there
25 to 29.9	Overweight	Try to get to a healthier weight
Above 30	Obese	See your GP for help with weight loss

BMI ranges are slightly different for people from S. Asian, Chinese, African-Caribbean and Black African backgrounds. The NHS BMI calculator takes these issues into account.

Being underweight or overweight can affect your health. If your BMI is 25 or over, you can reduce your risk of developing serious diseases such as cancer and heart disease just by losing weight.

- BMI takes into account your weight and height
- Be aware of your BMI, but don't judge yourself or let others judge you
- This information is for you to use to achieve the healthiest weight you feel you can
- Start with something achievable. Even a 5% weight loss can have significant benefits
- Go to the NHS website for a free BMI calculator and fill in your height and weight

The NHS Weight Loss Plan

Will help you to:

- set weight loss goals
- use the BMI calculator to customise your plan
- plan your meals
- make healthier food choices
- get more active and burn more calories
- record your activity and progress

The NHS 12 Week Weight Loss Plan is a great place to start. It's available as an app or as a pdf.



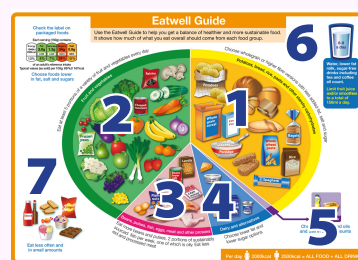
Eating and Diet

Use the **NHS Eatwell Guide** to help you get a balance of healthier and more sustainable food. It shows how much of what you eat overall should come from each food group.

From: <https://www.nhs.uk/live-well/eat-well/the-eatwell-guide/>

- 1** Base meals on 1/3 starchy carbohydrates e.g. potatoes, bread, rice, pasta - wholegrain if possible
- 2** At least 5 portions of fruit and vegetables every day
- 3** Eat some protein - beans, pulses, fish, eggs, meat including 2 portions of fish, one oily, every week
- 4** Dairy or alternatives (such as soy drinks); choose lower fat and lower sugar options

- 5** Unsaturated oils and spreads - small amounts
- 6** Drink 6-8 glasses of fluid a day
- 7** If having foods and drinks high in fat, salt or sugar eat in small amounts and less frequently
- 8** Maximum recommended daily calories:
Females: 2,000, Males: 2,500



Risks and Prevention

Help your heart and your health

• Start exercising

This reduces the risks of: Diabetes, heart disease, falls, depression, joint and back pain, many cancers

• At the same time become Weight Aware

Increasing weight above a BMI of 25 increases your risks of: Heart disease, Stroke, diabetes, many cancers, including breast cancer, bowel cancer and oesophageal (gullet) cancer

• Stop smoking (there is no safe level)

• Watch your alcohol intake

Men and women are advised not to drink more than 14 units a week on a regular basis

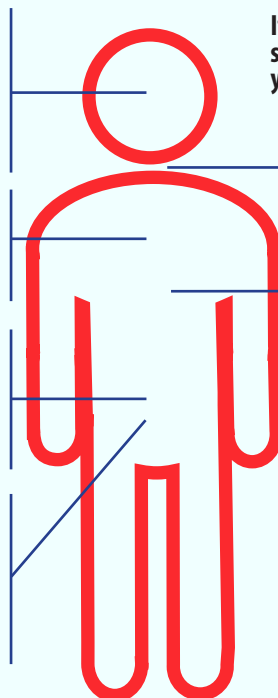
• Check your Blood Pressure - Know your numbers!

The BHF says: "Unless your doctor says otherwise, blood pressure should be below 140/90". <https://www.bhf.org.uk/information-support/heart-matters-magazine/medical/high-blood-pressure-latest-news>

• Ask for your NHS health check if you are aged 40 to 75

Watch for these symptoms of possible cancer

- Croaky voice, hoarseness or cough for more than 3 weeks
- Coughing up blood
- Mouth or tongue ulcers that last longer than 3 weeks
- Unusual changes to the size, shape or feel of breasts, including nipple or skin changes
- Change in bowel habits such as constipation, looser poo or pooing more often
- Blood in your poo
- Unexplained vaginal bleeding including after sex, between periods or after the menopause
- Blood in your pee
- Problems peeing



If you have any of these symptoms, call 111 or see your GP

- Difficulty swallowing
- Persistent heartburn or indigestion

- Appetite loss
- Persistent bloating

General symptoms

- Heavy night sweats
- Appetite loss
- Fatigue
- unexplained weight loss
- unexplained pain or ache
- unusual lump or swelling anywhere in your body
- new moles or changes to a mole
- sores that won't heal

Based on: <https://www.cancerresearchuk.org/about-cancer/cancer-symptoms>

These websites have specific localised advice:

Scotland <https://www.nhsinform.scot/>

Northern Ireland <https://www.publichealth.hscni.net/>

Wales <https://www.wales.nhs.uk/>

What I'd like to do and by when

Take small steps. Pick one or two things that feel achievable, before moving on to other new things.

Fact Sheet No 20 The POWER of Self Care

Produced by and © The Self Care Forum www.selfcareforum.org Contact: selfcare@selfcareforum.org

In addition to highlighted information, includes text from the NHS, PHE and CRUK



Self Care Forum
Helping people take care of themselves