



## Issue 57 – April 2018

<http://snip.bt.com/safety>

Powering on into Issue 57 of Safe & Well as there's a fair bit of "power"ful stuff this edition, together with something to keep your safety in focus. Plus do you ever think about dust?

**Cutting down on power conflict risks** If you spot something that doesn't look right around High Voltage then we want to know about it. If you see a high voltage power conflict where our cables are directly attached to HV poles then it needs calling out. And to help you do this, there have been some updates to the A1024 categories.



The online A1024 site and iPhone app have been updated to make it easier for you to tell us about the sorts of power conflict you encounter.

All overhead power issues now have their own defect category called "**BT line plant in conflict or contact with EL**"

There's also a new 540 defect code: "**BT Plant connected to HV pole**"

You can download the updated A1024 iPhone app from within Good on the iPhone. The A1024 input screen can be found in the A-Z on INFORMe.



It matters these are captured so that plans can get underway to resolve the conflicts and remove the risks.

If you find any situation you consider unsafe or breaches current guidance concerning BT line plant and its proximity to overhead power you **must** raise an **A1024** either online or via the mobile app.

Under the category **389 Safety: BT line plant in conflict or contact with EL** choose the relevant defect code:

- 536 – Contact with power LV**
- 537 – Proximity to power LV**
- 538 – Contact with power HV**
- 539 – Proximity to power HV**
- 540 – Dropwires, cables or blocks directly on HV poles** (added July 17)

The **REMEDY CODE** is **309 – Survey required**.

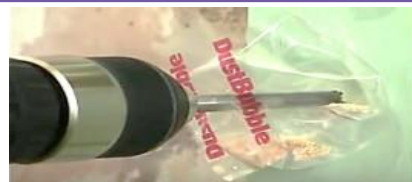


Page 3 of the updated powerguide <http://snip.bt.com/powerfacts>



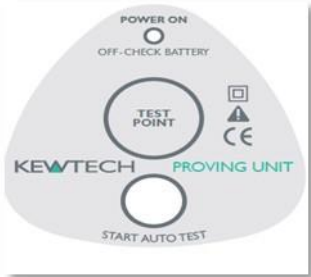
The [overhead power glove box guide](http://snip.bt.com/powerfacts) has been updated so bookmark it (or check the Media Store) so you stay up to date on all facts on overhead power including how to identify HV and what to do if you come across it. <http://snip.bt.com/powerfacts>

**In your own (dust) bubble** if you're drilling in customer premises, what's your top tip for protecting their surroundings against dust detritus? Well, did you know that we have Dust Bubbles available (**i/c 018444** for a pack of 10 bubbles). They're a sort of stick on blister that collects up dust as you drill, stopping it from collecting in unwelcome places, whether that's on a new carpet or indeed, you!



**Im"prove" ing voltage detection** "Most electrical accidents occur as people are working on or near equipment that is thought to be dead but which is live" HSE Electricity at Work Safe working practices.

**What's changing and why** - our network's evolving from a passive to a powered one so it matters we keep pace with industry best practice and provide a safe means of checking any street furniture installations are free from electrical contact **before** we physically start work on them. And that's why we're introducing a new non-contact voltage detector and a remote proving unit (to check the functionality of the voltage detector in the field). This will **replace** the Martindale Tek 100 Non-contact Voltage detector (i/c 048356). By bringing in **a new tool**, we're continuing to keep our people safe over and above the current minimum requirements.



- **For field engineers**, there's a need to have a Proving unit **AND** the Non-contact voltage detector as there's not always a known, proven power source available in the field environment to use to prove the functionality of the voltage detector before using it. You need the dynamic duo!
- **It's a bit different in the Frames environment** as there's usually a known power source (light switch, 230v mains power outlet etc) available to test the voltage detector before use, so the standalone proving unit isn't needed.

Field Teams only	Kewtech Duo voltage detector I/C 093746	Frames Teams only	Kewtech Non-Contact voltage detector 90-600V AC I/C 095290
For first issue: both the non-contact voltage detector + proving tool		Standalone detector – <i>available soon</i>	

**Ordering info** - the new kit is available to **Field teams during Q1**. For **Frames teams**, we'll let you know once you can order the Standalone detector (it will be fairly soon). Check you're **only** ordering the **right kit for your role**. And with over 20,000 duo units and 1800+ standalone detectors to distribute, please be a bit patient as fresh stocks become available. Your manager will receive an email to authorise your order request if you're ordering directly.

**Training** - using the new tool system will be included in the **CBT 'Working on Powered PCPs' (ORWPP001)** – don't panic though, if you've **already** completed that training, that's fine, **you don't** need to do it again; what you **do need** to do is know how the new tool works, how to use it and then use it. There's a [video to help with this](#), and it's covered in [EPT/PPS/B062 section 9](#) "Requirements for working in mains powered FTTC cabinets".

**For managers** - make sure your people know about the tool changes, know how and why they must be used (check the ["how to"](#) video) and if necessary arrange central ordering (as above, managers will receive an email prompt to authorise individual orders). When you carry out the annual Safety Compliance **AMS 833** check, you'll see there's a question about the voltage detector; a good opportunity to discuss current best practice and check on equipment held..



<http://snip.bt.com/VoltDetect>

This info (plus a few other FAQs) is in the [Toolbox Talk](#) "Introducing the non-contact voltage detector and proving unit"

**Important: What to do if your non-contact voltage detector indicator shows live voltage present.**  
If you do get an alarm, do a **second check** to confirm. If you **still** get a repeat alarm, **DO NOT** enter the cabinet but tell your line manager and raise a report via:

**National Assurance team** (7am – 7pm) **0800 389 1015**  
**Out of Hours Control** (7pm -7am) OOH Night Team **0800 374 541**

**Check** you are up to date on safe working in powered cabinets.  
[EPT/PPS/B062](#)  
The updated Toolbox Talk ["Updated guidance for working in powered cabinets"](#)



**A more positive look at safety** one of the most valued senses we have is our eyesight, damage that and quite literally it can change the way we see things. A common question into the safety team is "Why don't we have better safety eyewear?" And the answer is "we do now". Complete with the seal of approval from our trial engineers.

We're introducing new glasses, goggles and overglasses with the whole range designed to be anti-fog, antiglare and anti-scratch, with improved UVA & UVB protection and a better overall fit. One clear highlight is the wraparound style of the glasses which give a closer fit, more protection and better peripheral vision (plus are much better looking – the glasses that is!). Protect your eyes in style.



**Are your eyes still right?** Check that your eye health as well as eye safety is still up to the mark. Having your eyes checked regularly can help spot a range of underlying medical conditions as well as help you to read the small (or large) print. Plus if you drive, being able to read signs, judge distance and observe the hazards tends to be a good thing.

Eligible for eye-test vouchers? here's the links:

- [Eyecare voucher - DSE \(not safety\)](#)
- [Eyecare voucher - Safety \(not DSE\)](#)



I/C 093875  
JSP Spectacles  
Sun Glare

I/C 093877  
JSP EYESHIELD 5  
(Spectacles)



I/C 093876  
JSP EYESHIELD  
Over glasses

I/C 093878  
JSP EYESHIELD 3A  
(Goggles)



**Feast your eyes on these!**

Need more info eye safety, then look at the [PPE section](#) of the health and safety handbook.

**Keep your eyes on your COBRA** In a recent incident the captured end of a cobra rod, which sits in a short tube welded to the cage (see photo) had worked its way out of the tube resulting in the rod flicking out of the cage as the engineer rewound the rod. The rod struck them in the face, causing facial injuries to the soft tissue and cheek bone. Medical staff said had safety eyewear not been worn, there was real potential for eye loss.

**Remember:** Underground cable installation and cabling associated operations **MUST** only be carried out by appropriately trained people.

#### Safety guidelines:

- Ensure all necessary risk assessments have been completed prior to use.
- Carefully move any existing cables (except co-ax) that obstruct the work within the jointing chamber.
- Correct PPE should be worn, especially for dangers from splitting rods.
  - EYESHIELDS No. 5 (Spectacle Type)
  - Gloves high grip general purpose give good protection.
  - Coveralls – protection for the arms is important.
- Use kinetic handling techniques
- Use the preferred storage position for the rods; on the floor of the off side compartment, making sure the reel brake is fully applied. Restrain the rod to the racking using the load hooks, and a hook & buckle strap.

**Check which rod are you using?** - The only rods you should be using are made by CBS and there are 3 different types/sizes. The small rod is 6.7mm diameter and the larger rods are 9mm and 14mm diameter. The larger rods are heavy and must be lifted on to the vehicle using the vehicle hoist.

**What's new in the [briefing hub](#) this month:** three new toolbox talks

- An update to the Working in Powered Cabinets (<http://snip.bt.com/SAFE022>)
- Introducing the non-contact voltage detector and proving unit <http://snip.bt.com/SAFE020>)
- Firestopping – why it matters (<http://snip.bt.com/SAFE023>)

**Where can I find..** more Safety info? [Safety Direct](#) is the answer. There's also [Group's HSW newsletter](#). Do [drop us a line](#) if there's stuff you'd like to see covered in Safe & Well.



#### Training

- **ORSAF253** – small cobra rods.
- **ORCBL003** – larger cobra rods.
- **ORSFS850** – awareness CBT

#### More Info

- [Working with 6.7mm rods](#)
- [Working with 9/14mm rods](#)
- [Working with Machine Rodding Multi-Purpose 1](#)



**Spatial awareness is a fantastic skill..** a fair few of our Road Traffic Collisions (RTC) can be linked to manoeuvring type incidents. Awareness of the size of your vehicle, and importantly your blind spots, really matters. It's not just about reversing into those inanimate objects (please don't); it's about checking you've parked your vehicle in a way that's safe and not likely to be clipped by another driver. Having to arrange repairs, van hire and then driving around in a strange vehicle isn't anything to relish. And can be a costly crunch. Check you know the vital statistics of your vehicle.



**Where's the catch..?** Considering that daily driver checks entails a degree of "under the bonnet expertise", it's always a surprise to see "couldn't open bonnet", "didn't know confidently how to release van bonnet" type of comments as part of **AMS 801** checks. It's a pretty essential thing to know if you drive a vehicle and one that's easy to solve. So be on the button about your bonnet knowledge.

**Driving for work? Of course you are..or are you?** If you drive a company or business need car, commercial, liveried or hire vehicle or if you put in private car mileage claims then you are Driving for Work. Virtual Risk Manager (VRM) is the system we use to manage occupational road risk. Even if you have filled in your details previously, have a quick review to see if they are still up to date by clicking on <http://www.virtualriskmanager.net/bt/> (access via a single sign on through BTs 21CN authentication process) and review your road risk profile. If there's anything outstanding to complete, it will be highlighted.

If you've previously not driven for work and now do (or vice versa) then click to update beside the section 'Travelling for Work Questionnaire'

That's it then for three years unless your circumstances change or any follow up modules are required.

#### My Progress

Course List	Outcome
Travelling for Work Questionnaire	Complete (Click to update)
Privacy Notice	Agree
BT Occupational Road Risk Policy Confirmation	Agree
BT Safe Driver Undertaking	Agree
Driver Details Questionnaire	Complete (Click to update)
RoadRisk <sup>®</sup> Profile	Low
RoadRisk <sup>®</sup> Defensive Driving	Medium



**What's that up there then?** Poles with MiiS (phone) antennas & microwave dishes might be the answer. You might come across a **very** limited number of poles which have a mobile phone transmitter attached at the top. They're fairly rare, but you do need to make sure the **system is shut off first** before you climb it.

There'll be lots of on-site signage telling you what to do, and the full process is also covered in [SFY/HSH/D040 - Working on the Overhead Network](#).



**Looking lively on cable theft** - a shared incident from our colleagues in TSO "Following the theft of LIVE cables from the mobile generator in the yard at Finchley, can we ensure that gates are closed and locked, regardless of who's in the building. Having spoken to the police, it would appear that the theft is most likely carried out with specialist tools and PPE. However this leaves **live ends** with the generator running.

*Can we ensure that if cable theft is suspected only trained power engineers approach the generator or any cut ends"*

Another reason why site security links to safety.





**That's a long weight..** We had a great shout out from an engineer who spotted the ring on the hollow pole (rigging weight 1A) had stretched. This could cause the weight to fall when working on a hollow pole. Acting on the feedback, the manufacturers have modified the weight with a more traditional keyring fitting now used.

If you've got one of the weights with the single loop clip, check it thoroughly for any signs of stretching and if necessary, get a replacement.



Use the [Product Alert](#) process if you are concerned about your kit and you can also flag via email to the safety team at [SafetydirectG](mailto:SafetydirectG).



**What does CDM mean to you?** Been asked for your **Construction Phase Plan (CPP)** by a site? Or confused between a Principal Designer and Principal Contractor? Well, it's all related to the **Construction (Design and Management) Regulations 2015**. The regs are about making sure construction projects are co-ordinated and managed properly, keeping people safe. Previously it **only** applied to large construction sites, but now the principles apply to **all construction type projects**. If you're unsure about our approach to CDM, take a look at the [Health and Safety handbook section](#) to steer you in the right direction. If you need the [Openreach CPP template](#), it's over at the [method statements SharePoint site](#), along with other task and method statements.

**Don't let CDM cause consternation!**

**If it's not "brand new", don't just sling it in a skip!** A reminder from our security, compliance AND environmental colleagues about what to do with your old hi-viz jackets (or other image wear).



Clement JA, John, BJE2 R

Several items of Openreach corporate clothing recovered from the general skip at Gloucester TEC yesterday. Now correctly bagged for in orange bag (Item code 671717) for return.



**Why a Security issue?** – clothing with an official logo on (like our brand) is a real gift to someone wanting to gain unauthorised access to homes or sites

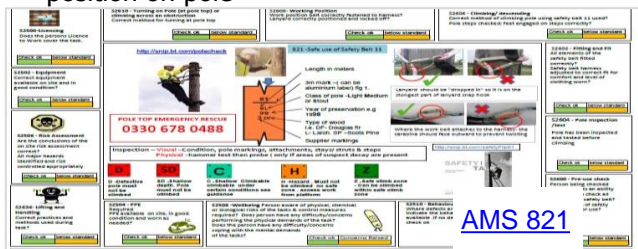
**Why a compliance issue** – we need to make sure that old branded wear is disposed off once the new gear is here.

**Why an environmental issue** – chance of contaminating other waste types and adding to landfill

**And the Safety angle?** Staying highly visible means you can be seen (particularly by road users) and that helps keep you safe. And just like with the old-branded hi-viz, [no local customisation](#) on sleeves please!

**The AMS update box:** Three new defects are now part of [AMS check 821](#) (Safe use of Safety Belt 11):

- **8220** Dropwire heights not checked
- **8221** Ladder not secured top & bottom
- **8222** Ladder not erected to correct height/ position on pole



**Keeping it in your Stride** If you're a people manager, then you'll know about the [STRIDE](#) cbt training course and most likely have completed a variant of it. There's just one version of the training rather than an Openreach specific one. And it's now also a one-off requirement to do the training, but of course you're free to refresh your knowledge on it whenever you may need to. So if you've already done a version recently, that's you sorted.



If you haven't, then you'll need to get this scheduled via Learning Home. **Stride – Stress in the Workplace**