

**November
2015**


Meeting Notes & Newsletter

- **Members' Corner:**
 - Manual Handling in the Express Parcels Industry** ▶
Malcolm Copson, BHSEA Council Member, DPD
- **Main Presentation:**
 - CE Marking and Recent / Impending Changes** ▶
Peter Evans, CE Marking Association
- **Members' Questions and Requests – none this month**
- **News/STOP PRESS: AGM in January 2016 – elections etc; SPAM-BEWARE** ▶
 - Effective Claims Management Seminar – 20 April 2016; ▶
 - Venue - 2016 Programme Meetings ▶
- **Next meeting: 2.00 pm Monday 12th December** ▶
Birmingham Chamber of Commerce

Challenges in Manual Handling Risks in the Express Parcels Sector



Malcolm Copson, HSE Manager, DPD Group and BHSEA Council Member


Key Presentation Points: see also presentation slides 

- Background to DPD's business
Incl. number of employees; employee activity breakdown; 24 hour operation; effect of internet shopping; serious accident history.
- Manual handling challenges
'A day in the life of a parcel'
- Controlling manual handling risks
The driver's Dynamic Risk Assessment; no generic risk assessments; the 3D Tetris approach to loading parcels; Rudyard Kipling's 'six wise men'
- Key workers/roles including
 - Banksmen
 - Use of couriers and agency staff
- Key to undamaged parcels
Quality of packaging; role of shippers; good packaging and labelling

The New CE Marking Requirements

Peter Evans, Principal Compliance Engineer, CE Marking Association



Key Presentation Points: see also presentation slides 

- What is the CE Marking Association and what can it offer?
- What is the CE Mark and what does it stand for?
- At what point is the CE Mark applied?
- What about modifications?
- Overview of the CE Mark Process and obligations placed on manufacturers, importers, distributors
- The Six Steps to the CE Marking Process
- Enforcement Options: HSE / Trading Standards (advice, guidance and support); a monetary fine / custodial sentence; recall or cease notices or bans; implications on insurance cover.
- Machinery Directive 2006/42/EC (Came into effect on 29 December 2009) and H & S requirements for machinery in the European Union
- Definition of Machinery
- CE Marking for Production Lines
- Risk Assessment: Types of Risk incl. work place / task / equipment.
- Risk reduction: at design stage, use for intended purpose, review

Continued. →

The New CE Marking Requirements



→ *continued:*

Recent and Forthcoming Changes:

- NEW 2016 CE MARKING DIRECTIVES (*all coming into force 30th April 2016*)
Inc. Low Voltage Directive / Electromagnetic Compatibility / ATEX
- Changes include: New format; new definitions and amendments to terms; new obligations for manufacturers, importers & distributors; clear requirement for risk assessments; new standardised format for the 'EU Declaration of Conformity'

Directives Coming into Force 20th April 2016:

- Covering: Civil Explosives; Simple Pressure Vessels; Non-automatic Weighing Instruments; Measuring Instruments; Lifts.
- Common mistakes / problems
- A summary of changes and further guidance

News/STOP PRESS..... (1)



AGM in January 2016

Elections will take place in January to re-elect or appoint Council Members. It has been two years since the last elections took place. There are vacancies and it is hoped that the current members will stand for re-election. However, there are currently several vacancies and if you are interested, please contact the Secretary secretary@bhsea.org.uk for further information by 11 December at the latest.

SPAM – BEWARE!

...of emails purporting to be from BHSEA with the title of 'Fwd – BHSEA'. A Member received an email from a 'hjakeman', (HF Jakeman is a former Chair of BHSEA), with an email address lineone.net and attached a link which may have contained spyware or malware in order to infect the system. Other (unknown) persons copied in were 'Stephen Langley' and 'Stephen Jones'. Please do not to open any web links or attached documents to such emails and remember to delete from your in box and deleted box (once deleted). Notify your company security team if you have one.

News/STOP PRESS..... (2)



Effective Claims Management Seminar – 20 April 2016

A Programme for the Seminar is in draft and Malcolm Copson is coordinating BHSEA's Seminar in conjunction with Plexus Law, QBE Insurance Agency and AXA Fraud.

Key Topics:


- Accident Investigation
- Claims Process and Roles

We will be using 'real life' examples, a two-part exercise and there will be ample opportunity for discussion.

Venue: TBC. Further details will follow in due course.

To register your initial interest, please contact the Secretary secretary@bhsea.org.uk

Venue - 2016 Programme Meetings

Monday Programme Meetings, January to June 2016, will be held at the National Metal Forming Centre (NMC) in West Bromwich. The NMC is on the corner of Birmingham Road and Beeches Road, the entrance to the building is in Beeches Road. 

The full address of the NMC is: 47 Birmingham Road, West Bromwich, B70 6QE

Tel: 0121 601 6350



Birmingham Health, Safety & Environment Association

**A warm
welcome
to all**

**Meeting 14th December 2015
Birmingham Chamber of Commerce**

**Mince pie
meeting**



Members' Corner

'Brrrrr..... Winter's Here – How Do We Manage It?'

Steve Parton, BHSEA Vice Chair

Main Presentation

'Learning to Share & Sharing to Learn'

Lizz Fields-Pattinson, Occupational Psychologist, JOMC Ltd

Members' Questions and Requests