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To: All Branches

Dear Colleagues,

Royal Mail Group (SHE) Safety Flash – Use of Walkways – Pedestrian and Vehicle Segregation in Yards:

Following a very serious 'near-miss' incident, which could have ended in a fatality, a Safety Flash has been issued by the Royal Mail Group Safety, Health and Environment (SHE) Team (copy attached). The serious near-miss involved an employee not using the designated walkway and instead, taking a short cut and walking behind a reversing vehicle. The individual received a minor shoulder injury but quite easily could have been crushed to death!

Would all CWU Area Health and Safety Reps please note and communicate the content of the Safety Flash, supporting the key message, and reminding members of the importance of looking after their own safety when in yards where there is vehicle traffic which present hazards and risks.

By law, pedestrians or vehicles must be able to use a traffic route without causing danger to the health or safety of people. However, no matter how well-designed and maintained a site is with suitable segregation of vehicles and people through separate pedestrian and vehicle traffic routes, in order to make workplace transport accidents less likely – it is only effective if the workforce complies with the rules and doesn't ignore designated pedestrian routes, thoughtlessly placing themselves in mortal danger.

Health and Safety Executive workplace transport safety guidance states that where complete segregation is not possible, there is a need to have clearly marked pedestrian and vehicle traffic routes, using measures such as barriers and signs. There should be separate entrances and exits for vehicles and pedestrians, and vision panels should be installed on doors that open onto vehicle traffic routes. Where pedestrian and vehicle traffic routes cross, they should be clearly marked using measures such as dropped kerbs, barriers, deterrent paving etc., to help direct pedestrians to the appropriate crossing points.

Key Learning Point Set Out In The Safety Flash is:

- All employees and yard users **MUST** adhere to yard rules and ensure that designated walkways are used at all times when walking in the yard.

Key Managers' Activities To Be Completed:

All Unit Managers (PICs) are to:

- Review their yard rules to ensure the key point of the use of walkways is clear and will be clearly understood by all employees.
- Ensure yard rules have be cascaded to all employees (and agency staff) and are clearly displayed in key locations.
- Undertake Safety Management Audit Tours (SMATs) checking compliance to SHE standards, yard safety controls and adherence to yard rules.

A copy of RMG SHE Safety Flash "FY20 012 – Use of Walkways in Yards" is attached.

Yours sincerely



Dave Joyce
National Health, Safety & Environment Officer