



# THE APPLIED INSPECTION NEWSLETTER



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## FROM THE EDITOR

### Newsletter

We welcome contributions from everyone for inclusion in the *NEWSLETTER*, and please feel free to make any suggestions as to how it can be improved. Contact information is at the end of every *NEWSLETTER*, and you can email the editor (david@appliedinspection.co.uk).

### Ideas and Suggestions

Ideas or suggestions that would benefit the company and/or staff are welcome. Please contact any director directly, by phone, or by e-mail.

### Joke of the Month

Little Johnny wanted to go to the zoo and pestered his parents for days. Finally his mother talked his reluctant father into taking him.

"So how was it?" his mother asked when they returned home. "Great," Little Johnny replied. "Did you and your father have a good time?" asked his mother. "Yeah, Daddy liked it too," exclaimed Little Johnny excitedly, "especially when one of the animals came home at 30 to 1"

## PERSONNEL

### Dawn Andrews – 25 Years Service



Congratulations to Dawn who has achieved 25 years service at Applied Inspection.

Dawn has had her highs and lows over her time at the company. A notable low was when she broke her leg when walking in the Peak district. The break was bad and required an operation where she had a frame fitted to her leg. It was invented by Professor Gavril

Abramovich Ilizarov (a Russian), and it covered her leg from her ankle to her thigh. The frame housed 25 stainless steel pins each going directly into the bone. Dawn woke-up during the operation and watched the final 20 minutes!

Luckily, Dawn points out that there have been many more highs than lows during her 25 years at the company. Unfortunately, Dawn is now on crutches again after breaking a bone in her foot after another fall, walking down a garden path. At least she didn't need an operation this time.

### The National Lottery

Dawn Andrews at Chesterfield and Keith Dashper at Ossett run the Applied Inspection lottery syndicate. There are currently 27 members who each pay £1.00 per week (stopped at source), which is put on the Saturday lottery.

Anyone who is not a member and who would like to join should contact Dawn or Keith.

Our *winnings* to date are as follows:

1995-2006	-	£3355.00 (615 weeks)
2007	-	£200.00 (52 weeks)
2008	-	£514.00 (52 weeks)
2009	-	£330.00 (52 weeks)
January 2010	-	£10.00 (5 weeks)
February 2010	-	£0.00 (4 weeks)
March 2010	-	£40.00 (4 weeks)
April 2010	-	£40.00 (4 weeks)
1 May 2010	-	£20.00
8 May 2010	-	£0.00
15 May 2010	-	£0.00
22 May 2010	-	£0.00
29 May 2010	-	£0.00
5 June 2010	-	£0.00
12 June 2010	-	£0.00
19 June 2010	-	£20.00

Any errors in the above list will be corrected as soon as possible.

## QUALITY & TRAINING

### Standards and Specifications

ASTM A388/A388M – 10, Standard Practice for Ultrasonic Examination of Steel Forgings, has superseded ASTM A388/A388M – 09.

### Quality at Applied Inspection

Applied Inspection has a number of statements relating to its position on that subject, and objectives. They relate to Vision, Mission, Quality, Training, Health & Safety, Environmental, Equal Opportunities, Alcohol & Drugs and Smoking.

The statements are contained in the Company Rules booklet, available at each site on the Notice Board, and the Health & Safety booklet, issued to all employees. In addition, from time to time we also publish the statements and related information in the *NEWSLETTER*. Here is our Equal Opportunities Policy. We welcome comments and/or suggestions from staff in relation to any company policy statement. Please contact any director or e-mail us through the company web site.

## EQUAL OPPORTUNITIES POLICY

1. Applied Inspection is an Equal Opportunities employer/training organisation and endeavours to foster an atmosphere of mutual tolerance and co-operation amongst its employees/trainee candidates.

We will provide equal opportunities for all employees/candidates, and aim to recruit, train, employ and promote staff according to ability and without discrimination or disadvantage of any kind which has no direct bearing on a person's ability to carry out his/her work/training.

We seek to deal with employees and candidates in ways, which promote mutual toleration and co-operation, and to ensure that staffs act similarly towards colleagues, customers and the general public.

2. The Company as an employer/training organisation recognises that it is bound by the provisions and the spirit of the Disability Discrimination Act, the Sex Discrimination Act, the Equal Pay Act, the Race Relations Act, the Employment Equality (Sexual Orientation, Religion or Belief) Regulations and associated Codes of Practice.

3. The company will not tolerate acts of direct or indirect discrimination or prejudice by its staff and will take any necessary action to ensure compliance with its policy.

The company recognises that acts of harassment or victimisation are forms of discrimination.

4. The equal opportunities policy will be implemented by the Company, and given to all employees and trainees with their induction. The Company places a responsibility on its management staff at all levels to ensure that the letter and spirit of this policy are implemented.

5. The Company will seek positively to develop practice which promotes equal opportunities in recruitment, training, promotion and fair assessment of candidates. Individual employees/candidates at all levels will be expected to co-operate with measures designed to develop equal opportunities and the removal of discrimination.

6. The policy will be monitored and reviewed from time to time.

### Quote of the Month

"If you are lonely when you're alone, you are in bad company."

*Jean-Paul Satre (1905 – 1980)  
French philosopher, novelist, playwright and biographer*

## TRANSPORT

(Pat Slater)

Any person who drives or may drive a company vehicle who has not yet submitted an original driving licence, photo card and paper document to their manager for photocopying and signature, must do so immediately.

## HEALTH AND SAFETY

(John Morris)

### Eye Protection

Protective eye wear must be worn in all areas where a mandatory sign is displayed and also where welding and/or grinding is being carried out. Protective eyewear will protect the wearers' eyes from grinding sparks and dust, airborne dust and also accidental welding flash. Please ensure you have suitable protective eyewear available in good condition and that you wear it whenever circumstances or mandatory signs dictate.

### Forklift Truck Driving

Only trained and authorised individuals may drive company forklift trucks. Laboratory supervisors are responsible for monitoring the performance of operators and reporting all dangerous incidents, near misses etc to the QAHSE Manager.

### Manual Handling

Manual handling notes and policy are displayed on the notice board at each office/laboratory.

The manual handling of any load represents a risk of injury. The risk increases as the weight, dimensions, height of lift and the length of carry increases. The risk increases again if the lift involves twisting or bending the body.

The following precautions should be taken to minimise the risk of injury:

1. Keep manual handling to a minimum
2. Use suitable mechanical handling equipment (trolley, barrow, crane etc)
3. Slide/roll rather than lift equipment if possible
4. Reduce loads to manageable levels prior to lifting
5. Use suitable access equipment to reduce the need to lift above head height
6. Obtain assistance to spread the load
7. Use suitable PPE i.e. gloves, safety boots etc

### Confined Spaces

Operators who are required to enter a confined space on site must ensure they have read and understood the confined spaces risk assessment and must ensure that site specific emergency rescue arrangements are in place.



## CONTACTS

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