**Microelectronics Joint Working Group 71st Meeting,**

**Tuesday 9th April 2013 at Honeywell**

**Basingstoke**

**Members present**

Bruno Porter – HSE Manufacturing Sector

Bob Old - Honeywell

Bud Hudspith – Unite

David Law - NMI

Dave Starling - IR Newport

Vanessa Carter – Dynex

Tony Cantillano- Bourns

Pat McKeown – TI

Stewart Cook SEHE

Sue Archer SPTS

Kevin Joyce University of Surrey

Steve Grundy OMG

Brian Howard Xaar

**Apologies**

No apologies received

**Item 1 – Introductions, minutes of previous meeting and matters arising**

DS-Welcomed All NMI Members to the 71st Meeting of the MJWG and handed over to Tony Aberi from Honeywell the venue managers who carried out the Safety Brief

The minutes of the 70th meeting held at Dynex Nr Lincoln in 2012 were agreed with a minor wording change.

**Action points**

DS – To update the previous minutes with the wording change for placement on the NMI web site.

DL – Continue to encourage all members to attend and be involved with the group.

**Item 2 - HSE Update.**

Bruno Porter talked briefly on the Fee for Intervention (FFI) and the outlined fines. Identifying that the majority of the fines were in the region of £ 200.

He then went on to talk about the HSE Myth Buster campaign and the issues raised in the press.

He then reviewed to current position on the removal of non-effective or out of date legislation citing the Head Protection regulations as a case in point.

Bruno then reminded the group on the current manufacturing strategy which is split into four groups:-

* A High risk – Managed inspections (COMAH upper and lower tier)
* B – Typically SME’s  - subject to ad hoc inspections
* C – Typically where good relationships with industry often via Trade Association (Such as the NMI) –  working together to improve standards
* D – Model industry where own standards are set

The Semiconductor sector sits in group C. This highlights the importance of MJWG with this new process, he considered that actions and communications are a key elements and that the MJWG should influence and make new standards.

Bruno identified that the HSE Field Operations Directorate (FOD) want to inspect the Semiconductor industry in the future looking at Safety in Maintenance both planned and break down Maintenance.

HSE were looking for a relatively short industry standard for Safety in Maintenance to inspect against with a view to inspecting in 2014-2015.

Bruno confirmed that it would be a Targeted visit on Maintenance expected to take half a day on site.

**Item 3 – UNITE Update.**

Bud Hudspith updated the group on the UNITE view, starting with Behaviral Safety and in particular dusts and the recent evidence that dust are an issue.

He identified two areas that he considered

* Deliveries and the Ware house/Goods in Staff

* Welders and Welding Fume Issues

Ergonomics were also identified as an area for concern where involving the work force would bring benefits of being more productive and more profitable.

Specifically for the MJWG Bud talked on the 2009 industry report and the action plan also the cancer study with reference to health measures and chemical profiles and the link to coshh sheets. He wondered if a review of cosh essentials was now due.

He then talked on the move to Nano Technology identifying that there is concerns being raised by members of the union.

In Broad Terms two areas where of concern to Unite

1. Maintenance & Breakdown activities
2. Out sourced Maintenance activities

KJ- Commented on the use of the Semi S8 Ergonomic standard by the industry which he recommended.

BH- Noted that there was an EU Ergonomic standard that had never taken off, however he recommended the following companies that have ergonomic standards as examples.

* Tata Steel
* Jaguar-Land rover
* Ford

BP- Suggested that a copy of Semi S8 was required for review

DL- Informed the group about the work that he was involved with in the Lean Manufacturing processes which included the 6S systems and procedures covering ergonomics.

The discussion then moved onto Behavioural Safety

D- Sp Talked about the importance of Behavioural Safety as part of the whole system of work.

BH- Commented that Behavioural Safety is at the start of the safe system of work:-

* Training
* Attitudes
* PPE

He cited the Du Pont STOP program as an example.

SG- Talked on clutter in the work place and Behavioural Safety Issues

BH- Recommended a Behavioural Safety Leaflet “Fix the Hazards”

**Action points**

DS- To Obtain a copy of Semi S8 for Review by MJWG

DL – To Link to the Behavioural Safety Leaflet from NMI open site

**Item 4 - NMI Update**

David Law described how NMI Net has Two sites one for EHS Professionals and a MJWG opens site which was under construction (Due by July 13).

BH- Suggested key document and links on the MJWG Site and a document control warning “Uncontrolled when printed” and PDF documents only.

He questioned if non NMI members would have access to the open site for items like the HSE 2009 Industry report.

KJ- Suggested that the HSE host the site for the MJWG

BP- Identified that this was unlikely due to lack of IT resources at HSE

DL- Will link to HSE Site and include MJWG reference material

**Action points**

DL to create the MJWG site for the next MJWG Meeting

Group members to review the EHS Professionals site

**Item 5 – HSP Safety Product Review**

The Safety eyewear and hearing protection products supplied by the Honeywell group were then reviewed.

Safety Eyewear

* Safety glasses
* Prescription Safety glasses
* Laser protective glasses
* BA Fitted Prescription glasses

Hearing Protection

* Noise Induced Hearing Loss
* Overprotection
* Ear fit testing!
* Ear Plugs verses Ear Muffs

**AOB**

SC- Talked on the Legionella review and the follow up Inspections since the online questionnaire.

Next MJWG meeting at Diodes Manchester in November to be confirmed