

Combined Management Systems Report 2007

1. OVERVIEW

Hydro-Logic Ltd operate a combined approach to its management systems for quality, health and safety, and the environment that was further integrated this year with the restructuring of the committee function and additional training of internal auditors.

During the course of the year we have been successfully externally audited on health and safety by both CHSS and Citation plc (who also audited us on environmental) and on our ISO 9001 Quality System by QMS Ltd. Summer 2007 marked our tenth anniversary of formal external certification.

Our staff received training in off-road and defensive driving. We continued membership of the Business Environment Association and in a very exciting new development have joined the DCWW Health and Safety Alliance Partnership to help us continue new initiatives in this area.

Since 2002, we have published Environmental targets via our Web Site, to show our commitment, aspirations and initiatives in this area. During the last 12 months all targets were successfully achieved, and a new set of targets has been published that, for the first time, covers all management systems. Where appropriate, the targets are aligned with our combined systems Improvement Plan, which helps to monitor timely delivery of such tasks.

2. Combined QEHSMS

Last year we wrote about combining our health and safety and environmental management systems, and this year we are pleased to report that we successfully moved further forward by bringing our quality system under the same management arrangements.

Audits on all three are now combined and the original health and safety committee now oversees decisions on quality and environmental matters. The committee now examines many of the detailed topics previously dealt with separately in directors meetings, but the full board still receives reports on the system as a whole and any key issues that have arisen.

Citation plc has been instrumental in assisting us to achieve this goal and also continue to provide regular updates on legislation and a 24-hour telephone advice service to our managers.

3. Improvement Plan

We have continued to deliver new initiatives covered by the overall improvement plan. In the course of the year these have included topics on improved appraisal and control of sub-contractors, a review of waste minimisation and the introduction of a new field work code of practice.

4. External Links and Corporate Responsibility

We are founding members of the local Business Environment Association and our staff continued to attend regular briefing sessions, together with those given by the local Resource Efficiency Club. Envirowise and DEFRA also provided valuable advice and seminars, in particular on RoHS and WEEE legislation.

We were especially pleased to be invited to join the Dwr Cymru (DCWW) Alliance Partnership on Health and Safety, having been successfully audited by CHSS Ltd. The alliance helps its members to set and achieve goals on health and safety which might otherwise be hard to attain.

We have worked closely with neighbours, councils and other local businesses to help improve the local environment, including the removal of dangerous trees and changes for safer vehicle parking, and have been grateful to Wye Valley Waste and DHL with whom we have been working to maximise recycling and improve handling and tracking of waste.

5. Staff Training

There is a strong commitment to appropriate levels of training at the core of our management systems.

Training to extend the capabilities of our internal auditors to cover all three areas was key to the combined management systems initiative, and training in both off road and defensive driving has been delivered as a result of risk assessments and discussions with directors of all business streams.

Appointed persons first aid training was received by staff across several offices. One member of staff also received the appropriate training for the role of first aider at work.

Our health and safety advisor attended a legislation update seminar, and another of our auditors attended a similar session on environmental regulations. Keeping up to date in this respect is an important concern for all organisations operating in our business sector.

6. Performance Against Targets

The performance against these targets is reviewed regularly under the HSEMS (see above). All targets were successfully achieved, and a new set of targets has been produced for this year and can be seen on our website.

For the first time, these annual targets cover all three management areas of quality, environmental and health and safety. They are merged into our internal Improvement Plan in order to help monitor progress.