

Suspicious behaviour: WHAT protocol

The WHAT protocol helps you to decide if someone's behaviour is odd or suspicious, and if it may lead to a crime being committed or a suicide attempt. It will help you to report it if necessary.

What are they doing?

- Are they being violent or just behaving unusually?
- Are they attempting to hide anything?
- Are they following someone?
- Are they taking an unusual interest in security?

How are they behaving?

- Do they seem calm or agitated?
- Are they trying to avoid detection?
- Could they be influenced by drink or drugs?
- Are they being confrontational?

Alone or acting with others?

- Are they with other people? If so, do they seem to be acting together?
- Have they been with other people who have moved away?
- Are they pretending not to be with other people?

Threat – What type do they pose?

- Are they carrying an obvious weapon or concealing a possible weapon?
- Are they carrying a bag or other container?
- Have they made a verbal threat?
- How are people reacting to them?
- Does their behaviour match their threats?

If at any stage you believe a subject's behaviour poses an immediate threat to yourself or others, then take immediate action:

- move people away
- contact your supervisor or the emergency authorities as appropriate.

See it, share it

This month's winner is Peter Bradley. He saw that a slew restrictor disengaged after machine movements, which it shouldn't have done. He stopped work and after a dynamic risk assessment, the gang and project manager agreed to add lookout and ALO coordinator checks. They restarted the work with these extra safety precautions.

Text **07876 448 119**

Email **safe@vgcgroup.co.uk**



Charity week competition

Congratulations to Guillaume Grimbeek, who won the special charity week 'See it, share it' prosecco competition.

He noticed and reported broken hinges on a tube safety gate. HSQE manager Richard Wheeler said: "Guillaume's observation showed an awareness of safety and security in a sensitive area, and he followed correct procedure in reporting it. We're proud to have him as one of our key influencers."



We are donating £21 to Samaritans as a result of our charity competition - thank you everyone who put in observations.

Benefits of giving up smoking

- You have more energy
- You have a nicer smile!
- You should breathe more easily and may cough less
- You can boost your immune system
- Your sense of smell and taste improve
- Your skin may look younger.



If you want help or advice, contact your GP.

Managing change

If anything changes in your work

- Stop
- Raise it with your supervisor.

If there are changes to tools, materials or work activities that are not in the method statement and risk assessment, **stop work and evaluate.**

Raise the matter with your supervisor and make sure you have authorisation to continue.

All changes to approved work methods must be recorded. There may be additional risks: these must be identified and suitable control measures put in place.

Remember the Be Safe rules

1. Be fit for work.
2. Get a brief before you start work.
3. Report anything unsafe.
4. Stop work if anything changes

Social media reminder



Do remember that nothing is ever really private online. Other people, including colleagues and our clients, may see what you say on social media.

So please don't share anything that might bring VGC or our clients into disrepute.

If there is an incident:

- Don't share any information about it
- Don't answer any questions (on social media or in person)
- Refer all questions to VGC's head office

Read more at vgcgroup.co.uk/social

Fairness, inclusion and respect (FIR)

We expect everyone to treat each other with dignity and respect. Please be considerate, fair, and polite and do not make assumptions based on people's age, gender or background.

Be aware of other people's needs and do what you can to support them.

Fairness

- Consistency
- Transparency
- Treating everyone as individuals
- Not being biased

Inclusion

- Involve other people and share knowledge
- Help people have the confidence to be involved, to contribute, and to ask questions
- Make everyone feel a key part of the business
- Value each others different skills

Respect

- Treat people as you want to be treated
- Respect differences and change practices if that would help other people
- Working together to get the job done and to keep each other safe
- Creating an atmosphere where we all succeed, whoever we are and regardless of our backgrounds and beliefs

VGC does not tolerate unfair treatment or discrimination. We have two FIR ambassadors trained by the Supply Chain Sustainability School.

If you have any concerns about fairness, inclusion and respect please speak to your VGC labour manager, or contact the HR team on 01895 671 780.