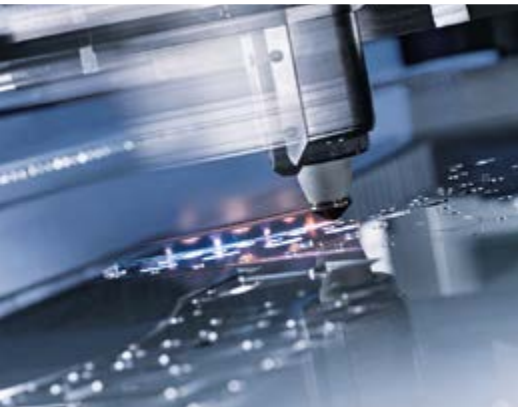


# **WEC**

## **GROUP**



### **WEC Group Quality & Standards**

Sustainability Management | Quality | Environment  
Health & Safety | Corporate Responsibility

## Sustainability Management – Quality, Environment, Health & Safety and Corporate Responsibility

This data sheet contains information we believe will provide you with the relevant information as to how we steer sustainability as well as meeting the requirements of your procurement and quality systems.

If you need any further information then please contact the people detailed below.

Technical literature about our products and services, including the capacity lists for all WEC Divisions, are also available on our website [www.wec-group.com](http://www.wec-group.com) or from our Marketing Department at [info@wecl.co.uk](mailto:info@wecl.co.uk).

For information on Quality, Environment, Safety and Sustainability contact our Quality Department 01254 773718 or [mihaela.mladin@wecl.co.uk](mailto:mihaela.mladin@wecl.co.uk) / [andy@wecl.co.uk](mailto:andy@wecl.co.uk).

WEC Group is one of the largest Engineering and Fabrication companies in the UK providing fabrication, laser and waterjet cutting, CNC machining, heavy engineering and CCTV mounting solutions to customers all over the world.

Employing over 800 staff and comprising of nine sites spread across 600,000 sq. ft. of manufacturing floor space, WEC Group operates in industries including Rail, Aerospace & Defence, Oil & Gas, Nuclear, Mining, Automotive and Architectural.

WEC Group places strong emphasis on delivering services to the highest standards every time, and all WEC Group sites benefit from extensive in-house facilities. This means that dependence on external suppliers is kept to an absolute minimum, ensuring standards and lead times can be kept to WEC Group expectations.

This philosophy extends to our workforce to deliver the best quality, as we require the best welders /Fabricators and Machinists. We invest in the training of young individuals to the highest standards to ensure we develop a long term competitive advantage.

It is due to this outlook that WEC Group is fully capable of meeting any subcontract engineering or metalwork requirement.



**www.wec-group.com**

**t:+44 (0)1254 773 718 e:info@wecl.co.uk**



## GENERAL INFORMATION NAME AND ADDRESS OF COMPANY

### WEC Group Head Quarters

(including WEC Fabrication, WEC Laser, WEC CCTV & WEC Special Projects)

Britannia House, Junction Street, Darwen, Lancashire, BB3 2RB

### WEC Machining

Premier Way, Walker Park, BB1 2JU

### WEC Waterjet

Premier House, Sett End Road North,  
Shadsworth Industrial Park,  
Blackburn, BB1 2PT

### 5750 Components

1 Overbrook Lane, Villier Court,  
Knowsley Business Park, Merseyside  
L34 9FB (Liverpool)

### Sherburn Metalwork

Seafox Court, Sherburn In Elmet,  
Leeds, LS25 6PL

### HTA Group

Units 7040-7060  
Middlemarch Business Park  
Siskin Parkway East, Coventry, CV3 4PE

### MTL Advanced

Grange Lane, Brinsworth  
Rotherham, S60 5AE

### Telephone Numbers

Sales/Customer Services	Tel: 01254 773718	Fax: 01254 771109
Credit Services	Tel: 01254 773718	Fax: 01254 771109
Technical Advisory Service	Tel: 01254 773718	Fax: 01254 771109
Reception/General Enquires	Tel: 01254 773718	Fax: 01254 771109

**Website:** [www.wec-group.com](http://www.wec-group.com)

**Email:** [info@wecl.co.uk](mailto:info@wecl.co.uk)

### Product Range/Service Provided

The provision of various engineering services include; the manufacture and installation of fabricated metal/alloy products; laser plate/tube cutting services; waterjet cutting services; the design, manufacture and installation of structures for camera mounting, including structures for traffic signals and camera systems in accordance with the requirements of National Highway Sector Scheme 6.

**Number of employees GB** Approx. 776

WEC Group Ltd, Britannia House, Junction Street, Darwen, Lancashire, BB3 2RB

Reg. in England: 02141828 VAT No: GB176 4727 75

**www.wec-group.com**

**t:+44 (0)1254 773 718 e:info@wecl.co.uk**



## GENERAL INFORMATION

### Senior Management Team

**Steve Hartley** - Managing Director

**Moira Hartley** - Accounts Director

**Wayne Wild** - Commercial Director

**Derrick Connolly** - Manufacturing Director

**Wayne Tierney** - Financial Director

**Maxine Wild** - Purchasing & HR Director

**Andrew Sedgley** - Group Board Director

**Steve Fitzpatrick** - Chief Executive Officer WEC Machining

**Gareth Taylor** - General Manager Laser Eng

**Jack Morton** - Credit Manager

**John Andrew Howarth** - HSQE Manager

### Commercial Information - Parent Company:

Bank Name: NATIONAL WESTMINSTER BANK  
Bank Address: MARKET STREET, DARWEN, BB3 1BN  
Account Number: 01035630  
Sort Code: 01-02-57

IBAN Number GB70NWBK01-02-57 01035630  
Swift NWBKGB2L

**Company Registration Number:** 2141828    **UTR No:** 42570 16687

**VAT Registration No:** GB176 4727 75

For invoice disputes please e-mail [jack.morton@wecl.co.uk](mailto:jack.morton@wecl.co.uk)

For Credit Control please email [louise.farrell@wecl.co.uk](mailto:louise.farrell@wecl.co.uk)

## WEC GROUP INSURANCE

website  
www.watsonlaurie.co.uk

Watson Laurie Ltd  
Chartered Insurance Brokers  
Watson Laurie House  
232-236 St George's Road  
Bolton BL1 2PH

telephone  
01204 387111  
facsimile  
01204 381884



To Whom It May Concern:

15<sup>th</sup> March 2016

Dear Sirs

**Re: WEC Group Ltd**  
**Britannia House, Junction Street, Darwen, Lancashire, BB3 2RB**

We are Insurance Brokers for the above named Client and would confirm cover under the following policies:-

**Employer's Liability**

Insurer:	Amlin
Policy Number:	IC101035J:CRK:0002630
Limit of Indemnity:	£10,000,000
Renewal Date:	21 <sup>st</sup> of March 2017

**Public/Products Liability**

Insurer:	Amlin / Liberty
Policy Number:	IC101035J:CRK:0002630/BRAADKZV005
Limit of Indemnity:	£10,000,000
Renewal Date:	21 <sup>st</sup> of March 2017

**Contract Works**

Insurer:	HSB Engineering
Policy Number:	H3A124681
Maximum Contract Value:	£1,000,000
Renewal Date:	21 <sup>st</sup> of March 2017

Should you have any queries please do not hesitate to contact us.

Yours faithfully



Gary Brooks CERT CII  
Account Executive  
Watson Laurie Ltd



Registered in England, Company Registration Number: 228044  
Registered by the Financial Conduct Authority (FCA) Number: 309091

## **QUALITY, ENVIRONMENTAL & H&S CONTACTS**

The **System Quality** - Business Excellence department is responsible for the company's Quality, Health & Safety and Environment related activities:

- **John Andrew Howarth** – HSQE Manager
- **Mihaela Mladin** – Quality Manager
- **Sean Connor** – Health & Safety Coordinator
- **William Barr** – Welding Coordinator

### **Quality Policy Statement:**

**W = Work together to the world-wide standards.**

**E = Excellence in Business, Manufacturing and Fabrication/Excellence in training.**

**C = Commitment to provide a good first time Quality product/Customer Focused.**

WEC Group Ltd aims to provide defect free goods and services to its customers, on time and within budget.

The organisation operates a Quality Management System that has gained ISO 9001:2008 Certification together with NHSS scheme 6, BS EN 9100:2009 and CE Marking Approval to EN 1090:2009 + A1:2011.

### **The management of the Organisation is committed to:**

- Developing and improving the Quality Management System
- Demonstrating commitment and leadership in aligning the quality objectives with the context and strategic directions of the business
- Continually improving the effectiveness of the Quality Management System
- The enhancement of customer satisfaction

### **The management of the Organisation also has a continuing commitment to:**

- Ensuring that customer needs and expectations are determined and fulfilled with the aim of achieving customer satisfaction
- Communicating, throughout the organisation, the importance of meeting customer needs and statutory and regulatory requirements
- Establishing the quality policy and its objectives
- Conducting management reviews of the effectiveness of the implementation of the Quality Management System
- Ensuring the availability of resources

The structure of the Quality Management System is defined in this Quality Assurance Manual and thus provides a framework for establishing and reviewing business objectives and targets.

## QUALITY MANAGEMENT APPROVALS

### ISO 9001: 2008 Quality Management System

**Certified by:** BSI

**Registration No:** FS 605930, **expiry date:** 06/04/2018

**Scope No:** The provision of various engineering services; The manufacture and installation of fabricated metal/alloy products; Laser plate/tube cutting services; Water jet cutting services; The design, manufacture and installation of structures for camera mounting, including structures for traffic signals and camera systems in accordance with the requirements of National Highway Sector Scheme 6.



### AS 9100 C: Quality Management System

**Certified by:** BSI

**Registration No:** FS 606253, **expiry date:** 14/07/2017

**Scope No:** Laser plate, tube cutting & folding, water jet cutting services CNC and various machining services.



### EN 1090 – 1:2009 + A1:2011

**Certified by:** BSI

**Registration No:** 0086-CPR-613630

**Scope No:** Execution of steel and aluminium structures. The design, manufacture (including welding) and installation of structural work in steel and aluminium up to and including Execution Class 4 (EXC 4) as defined in EN 1090-2 and EN 1090-3.



### RISQS (Rail Industry Supplier Accreditation)

**Supplier No:** 060202

**Expiry Date:** 07 December 2016



### Customer Approvals:

- JAMES FISHER NUCLEAR
- ROLLS ROYCE NUCLEAR

**Scope:** CNC Machining, Fabrication, Laser plate cutting.

**Scope:** Fabrication, Laser plate cutting.

### Membership Certificates:

- BSSA certificate - expiring date 31st December 2016
- AILU certificate - expiring date 30th March 2017



## SUSTAINABILITY



The Group also has a state of- the-art powder coating system in-house which boasts a 90% powder recovery system, meaning the machinery is extremely cost-effective and environmentally friendly.



WEC operates from multiple purpose-built facilities, meaning we are able to carry out entire projects in-house right through from initial consultation, to the machining, fabrication, installation and inspection of the completed product. This gives WEC Group full control over what environmental, pollution or nuisance factors impact the products.”

Noise monitors are located in all fabrication departments (PPE provided). Warning signs are displayed on health and safety notice boards, for example “No emptying steel scrap into skips between the hours of 7pm & 7am.”

When buying new machinery, WEC always considers how the equipment will affect the environment and chooses those with low noise emissions, the most energy efficient and also those with the best filtration units available.

WEC Group has invested in two fibre laser machines, cutting the amp usage from 200amps per machine to 30amps per machine.

All machines requiring LEV, including welding bays, have the correct ventilation equipment in place with ongoing check sheets and maintenance programmes for operators. LEV units are regularly tested and inspected by a competent person.



COSHH data sheets for all supplies are kept on the system for reference needs. COSHH risk assessments are also in place for spillages and first aid measures.

No chemicals are allowed to enter the drains or water supply and there is no burning of waste products on site. All left over material is sent to contractors for the correct disposal or recycling.





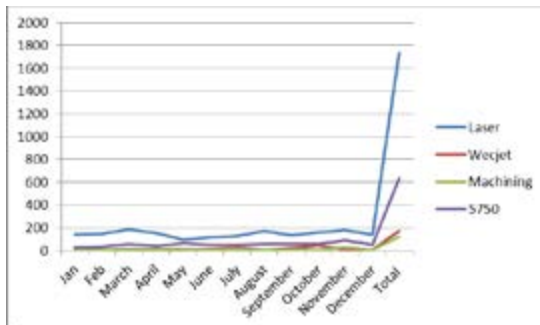
## SUSTAINABILITY

WEC looks for suppliers who produce recycled products i.e. paper/packaging and wood pallets. When this is not practical, WEC buys products that can be recycled. All steel is placed in the correct skips ready for recycling.



WEC Group make sure all supply chain is assessed and monitored for sustainable approach.

In 2015, WEC Group produced 2661 tonnes of scrap metal for recycling.



WEC Group uses energy efficient lighting at all its sites. The lighting reacts to movement and natural light, saving energy when it is not required. All computers are shut down when they are not in use. All computers

are backed up by the server, so if a computer is left on by mistake it automatically shuts that computer off. Monthly checks are carried out on electric and gas usage with records retained.



WEC Group has a cycle to work scheme in place, reducing the use of motor vehicles on our roads.



The Group has its own vehicle fleet which has full control over using the quickest route available to reduce hours. Over 50% of WEC vehicles have had their engines upgraded to Euro 6 engines, which are environmentally friendly.

WEC Group has fitted push taps/sensor taps in the wash-rooms to prevent any unnecessary usage of water.

WEC Group has also planted trees within the grounds which are maintained by our own ground maintenance team.



## COMMUNITY PROJECTS

WEC Group has made a pledge to support to the local town of Darwen which has been home to our many successes since being founded in 1979.

We support/raise money for local charities and communities in the surrounding area by taking part in a range of activities and events throughout the year. We also undertake projects to benefit the local community every year, free of charge.



**Darwen Tower Dome:** The new dome which was manufactured free of charge by the Apprentices of our Training Academy was officially donated to the people of Darwen.



**Spitfire Memorial:** The Darwen Spitfire Memorial sculpture was manufactured by WEC Group Training Academy apprentices and donated to the town to act as a reminder of the sacrifices Darweners made during WW1.



**Wheelchair Ramp:** A Gulf war veteran confined to his home after losing a leg has regained his freedom thanks to WEC Group. He was left devastated after being told it would take the council three months to measure and install a ramp at his home. WEC Group stepped in and our apprentices made and fitted the steel ramp within 48 hours, installing it on D-Day.

**AFC Darwen Dugouts:** We are proud sponsors of local football team AFC Darwen. As part of the sponsorship deal, WEC Group Training Academy apprentices manufactured and provided new dugouts for the WEC Group Anchor Ground. The new dugouts now take pride of place on the halfway line on the Howarth Timber Stand side.



## EMPLOYMENT

Local employment makes up 91% of WEC Group's workforce as the company is committed to investing in local individuals. The Group is also prepared to provide the training required to secure a skilled position in the engineering industry.

The success of any company is down to its employees, and by investing in local skill development, WEC Group is securing a sustainable competitive advantage for the long-term.

WEC has its own "train the trainer" on site, which enables the training of employees where it is required. This improves the workforce diversity.

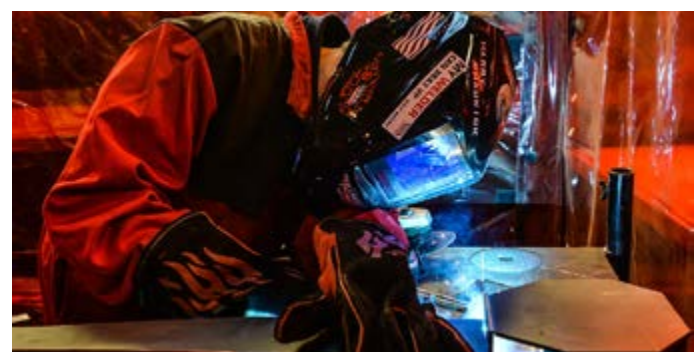


## WEC ACADEMY

WEC Group founded its in-house training academy in 2006 to address the worrying skills shortage in the high-end fabrication sector. Today, 10% of WEC Group's total workforce is made up of apprentices.



The advanced five-year apprenticeship schemes, aimed at 18-25 year olds, provide individuals with the skills and qualifications which are required to carve out a career in Engineering.



Apprentices have constant access to state of-the-art equipment which enables them to learn and utilise the most modern practises and techniques. With running costs at £100k per annum to run, WEC Group is clearly committed to investing in local individuals.

## SOCIAL RESPONSIBILITY, EQUALITY AND DIVERSITY

WEC uses 39% of local suppliers from its Approved Suppliers list on a day-to-day basis, creating a strong relationship with them. Having local suppliers reduces the use of vehicles, cuts costs and builds a stronger community.

### WEC Group also has an Equality and Diversity Policy Statement.

WEC, its suppliers & sub-contractors shall comply with the following:

Elimination of all forms of illegal, forced or compulsory labour;

Recourse to child labour – WEC, its suppliers and sub-contractors shall never employ persons under the minimum age required for work and shall never support the use of child labour. We only support official government/educational approved youth training schemes;

Elimination of discrimination of any kind of respect of employment and occupation;

Adhere to legal working hours, ensuring employees benefit from the right to a proper rest.

### ID and Eligibility process for all new starters:

Once an interview has been arranged, HR will send a confirmation email to the candidate asking them to bring ID with them to their interview.

The ID must be: A **Passport** showing that they are a British citizen, or they have a right of abode in the UK \*

**Or**

A Full Birth certificate AND proof of their National Insurance Number \*

As well as the above forms of ID, we also ask for a copy of either their **driving license** or a **recent bill with their home address** on (this must have been issued within the last 6 months).

## **HEALTH AND SAFETY GENERAL STATEMENT**

WEC Group Ltd recognises its duties under current Health & Safety legislation and will endeavour to meet the requirements of this legislation by maintaining a safe and healthy working environment.

All Managers and Supervisors are informed of their responsibilities to ensure they take all reasonable precautions for the health, safety and welfare of those that are likely to be affected by the operation of the business.

WEC Group recognises its duty to regularly assess the hazards and risks created in the course of the business.

### **WEC Group Ltd recognises its duty, so far as is reasonably practicable;**

- To meet all legal obligations and maintain safe and healthy working conditions.
- To provide adequate control of the health & safety risks so identified.
- To consult with all employees on matters affecting their health and safety.
- To provide and maintain safe plant and equipment.
- To ensure the safe handling and use of substances.
- To provide information, instruction and training where necessary, taking into account any employees who do not have English as a first language.
- To ensure that all employees are competent to do their work, and to give them appropriate training.
- To prevent accidents and cases of work related ill health.
- To actively manage and supervise health and safety at work.
- To have access to competent advice.
- To seek continuous improvement in the health and safety performance and management through regular (6 monthly) reviews and revision of this policy.
- To provide the resource required to make this policy and the WEC Group Health & Safety arrangements effective.

### **WEC Group also recognises;**

- The duty to co-operate and work with other employers when work is deployed at premises or sites under their control, to ensure the continued health & safety of all those at work.
- The duty to co-operate and work with other employers and their employees, when their employees come onto WEC Group premises or sites to do work for the Group, to ensure the health & safety of everyone at work.

## HEALTH AND SAFETY

To help achieve our objectives and ensure our employees recognise their duties under Health & Safety legislation whilst at work, we will also inform them of their duty to take reasonable care for themselves and for others who might be affected by their activities.



We achieve this by explaining their duty and setting out our company Health and Safety rules in an Employee Health & Safety Handbook which is made available to every employee within the Group.

In support of this policy, a responsibility chart and more detailed arrangements have been prepared.

**The Policy is reviewed on a periodic basis:**

Month	Topic
January	Handheld Grinders/Tools
February	Fire Marshal & Fire Drill
March	Housekeeping
April	Slips, Trips & Falls
May	Overhead Crane
June	FLT
July	Blood borne pathogens
August	Hazcom
September	Hearing Protection
October	Machine Guarding
November	Electrical Safety
December	Respiratory Protection

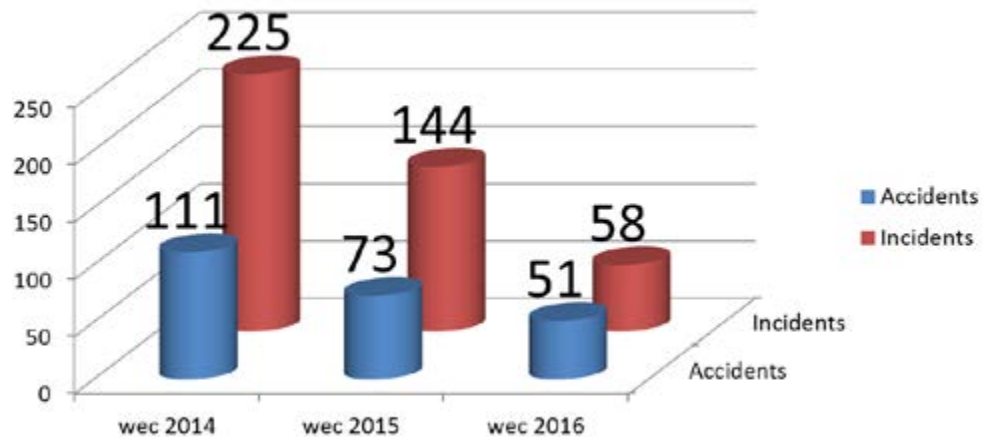
## HEALTH AND SAFETY

Risk assessments are done for all processes, below is an example of our welding R/A.

ASR Ref	Hazard	Risk	Existing Control Measures	Rating			Action Code	Action Ref.	Implemented Control Measures	Date Implemented	Implementation	Rating		
				L	C	S						L	C	S
30	Electricity	Shocks, Electric Burns, Fire, Death	Training, PPE, Electric work only done by qualified electricians	1	4	4								
20	Arc Eye	Damage to the eye, Pains in the eye, Eye Burns and Inflation	Shields in place to protect employees in area, PPE, training and supervision	2	2	4								
30	Fire and explosion	Burns, Broken bones, Death, Property damage	Flashback arresters in place, Housekeeping, training, Good work design.	1	4	4								
40	Fumes	Lack of oxygen, becoming dizzy, Sickness, Socking out	Well ventilated areas, PPE, Supervision, Training.	1	4	4								
50	Slip, Trips and Falls	Broken bones, Bruises, Twists and strains, Fractures	Supervision in place, Weekly H/S walk around, Cleaning equipment provided	2	3	6								
60	Manual Handling	Back pain, Cuts to the hands/arms, Muscle strains	Lifting aids provided, PPE, Maximum lifting levels in place, Team lifting, Supervision.	2	3	6								
70	Gas Bottles	Leaks, Flashbacks, falling cylinders	Flashback arresters, Near miss reporting, Cylinder secured to trolleys	3	3	9			Weekly H/S walk arounds Regarding the standing gas bottles	07/12/15	SC	1	3	3

- W** = Working safely at all times
- E** = Environmental
- C** = Competent workforce
- S** = Safety regulations followed
- A** = Accident & incident reporting system
- F** = First aid and fire marshals in place
- E** = Emergency procedures in place
- T** = Train the trainer on site
- Y** = Young workers

Accidents and Incidents statistics for the last three years



\*One RIDDOR report in 2014