

No. 001/26

5 January 2026

Dear Colleagues,

## **Postal Department LTBs (& General LTBs) Covering Primarily Safety Matters – And Other Linked Communications: 2025 Index**

Reflective of previous years and as issued by the former CWU Health, Safety & Environment Department, please find attached an index of communications issued in 2025 covering primarily safety matters.

This list includes Postal Department LTBs on workplace safety matters, general LTBs, covering health, safety and wellbeing campaigns and linked items, and also includes CWU Safety Notes, alongside other department memos.

Whilst the index should be of particular assistance for our Safety Representatives, it is hoped it is equally of use to Branches.

Back copies of all LTBs are available for downloading via the CWU website.

All other back copy requests and any other enquiries in relation to the LTB should be addressed to: [Ipietrzykowska@cwu.org](mailto:Ipietrzykowska@cwu.org)

Yours sincerely,

**Martin Walsh**

Deputy General Secretary (Postal)

**List of primarily Safety LTBs (Postal/General) issued in 2025:**

- LTB 005/25 – New Prototype Posting Peg Trial – RM/CWU National Joint Dog Awareness Working Group
- LTB 015/25 – Health, Safety and Wellbeing Planner 2025
- LTB 027/25 – CWU HQ Appointment – Health & Safety Policy Advisor
- LTB 030/25 – Dog Customer Postcards – RM/CWU National Joint Dog Awareness Working Group
- LTB 031/25 – Health and Safety Contact Details (Postal)
- LTB 052/25 – Prostate Cancer Awareness Month – Health & Wellbeing communication
- LTB 063/25 – Stress Awareness Month 2025 – Health & Wellbeing Communication
- LTB 076/25 – Transfer of Post Office Limited Collection Work from Parcelforce to Royal Mail – National Deployment
- LTB 080/25 – International Workers Memorial Day Monday 28th April 2025
- LTB 084/25 – Ground-level Letterboxes – Campaign Update
- LTB 091/25 – Large Parcel Migration Between Royal Mail and Parcelforce – Update
- LTB 092/25 – Mental Health Awareness Week 2025
- LTB 100/25 – SHE Dispute Resolution Process – Lines of Contact Postal Department
- LTB 106/25 – Men's Health Week 2025
- LTB 113/25 – Royal Mail Group Dog Attack Compensation Scheme – A reminder of the Scheme
- LTB 115/25 – RMG/CWU National Dog Awareness Week (DAW) – Advance SHE Huddle: Scotland
- LTB 120/25 – Sun Safety and Severe Weather Risk Assessment Process RMG
- LTB 125/25 – Sun Safety RMG Communication Issued 23rd June
- LTB 127/25 – RMG/CWU National Dog Awareness Week (DAW) – 30th June to 6th July 2025
- LTB 130/25 – RMG/CWU National Dog Awareness Week (DAW) – 30th June to 6th July 2025 Further Activities and Throughout the Year
- LTB 142/25 – TUC Week of Action and Heat Illness Guide
- LTB 149/25 – RMG (SHE) Integrated Audits – Involvement and Consultation with CWU Area & Field Safety Representatives
- LTB 150/25 – Samaritans Talk to Us Awareness Day 24/7
- LTB 156/25 – Supporting Vulnerable Workers Five HSE 'Easy Read' Guides Launched
- LTB 173/25 – TUC new publications and biennial Health & Safety Reps survey
- LTB 184/25 – New Posting Peg Trial (Revised Version) Within Royal Mail
- LTB 190/25 – Terms of Reference for the Trial and Deployment of AGV's
- LTB 195/25 – World Suicide Prevention Day 2025
- LTB 199/25 – Blue Cross Survey Request – For Members on Delivery (Royal Mail and Parcelforce)
- LTB 218/25 – World Mental Health Day 2025
- LTB 219/25 – Just Can't Wait Toilet Card Scheme & Toilet Map UK
- LTB 247/25 – Industrial Injuries Disablement Benefit & UK Asbestos Victims' Support Groups: Supporting Documents for Branches
- LTB 249/25 – Royal Mail 'Correx' (Plastic) York Container Sleeves – Update to Branches
- LTB 250/25 – TUC Stress Awareness 'Taking Action Webinar
- LTB 254/25 – Royal Mail, Parcelforce and RM International Peak/Christmas Operations 2025: Temporary Outhouses and Temporary Structures – Health and Safety
- LTB 256/25 – Royal Mail Materials Handling Containerisation Update & Peak/Christmas Arrangements 2025 – Health & Safety Aspects
- LTB 257/25 – New Posting Peg Trial (Revised Version) Within Royal Mail - Background and Update
- LTB 263/25 – Royal Mail – Use of Parcel Cubes in Delivery and Collection
- LTB 271-25 – Delivery Collection Torches And Provision of Personal Attack Alarms
- LTB 272/25 – Update on Health & Safety Contacts with the Postal Department – For Branches, Area and Field Safety Reps
- LTB 274/25 – HN32 Super Flu Risk guidance

**List of CWU Safety Notes issued in 2025:**

- Issue 1 – New ‘Universal’ Area Safety Workplace Inspection Document (Version 7.1)
- Issue 2 – New ‘Universal’ Area Safety Workplace Inspection Document (Version 7.2) Update
- Issue 3 – Special Equipment Catalogue & All Safety Contact June 2025
- Issue 4 – CWU/Royal Mail JWG – Correx Sleeves
- Issue 5 – Safety Reps Training – Update and Information
- Issue 6 – Government’s Access to Work Scheme: Get support if you have a disability or health condition
- Issue 7 – CWU/Royal Mail JWG – Correx Sleeves (September Update)
- Issue 8 – Increase in the Circulation List
- Issue 9 – Final Participation Request: TUC Safety Reps Survey 2025
- Issue 10 – Dust Exposure Events and Central Recording
- Issue 11 – New ‘Universal’ Area Safety Workplace Inspection Document V7.3
- Issue 12 – Lines of Contact Postal Department – For ASRs and Field Safety Reps
- Issue 13 – Revised Version of: SSOW Operation and Use of Yorks and Mini-Yorks V.3.5 (CWU/Royal Mail JWG – Correx Sleeves)
- Issue 14 – All Safety Contacts November 2025
- Issue 15 – New ‘Universal’ Area Safety Workplace Inspection Document (Version 7.3) Update – Including Peak Inspection
- Issue 16 – Cold Weather: HSE Guidance on Minimum Workplace Temperatures
- Issue 17 – Parcel Locker Fire – Warrington Delivery Unit

**List of Safety related ODMs (Outdoor Department Memo & Joint Department Memos) issued in 2025:**

- ODM 003/25 – Dog Working Group - Update: New Prototype Posting Peg Trial
- ODM 006/25 – CWU Response to Rise in Dog Attack Risk - Wales Event: 23 January 2025
- ODM 007/25 – Agreed National Rollout / Deployment of Retractable Key Reels to Royal Mail Drivers
- ODM 024/25 – Supporting Slide Deck and Materials for ASRs - The roles and functions of a Union Workplace Safety Representative
- ODM 028/25 – Organising Seminar: Taking Action Over Working In Heat (Heat Strike & Hazards Campaign and TUC)
- ODM 034/25 – Parcel Locker Bank Collections - The Use of the TB Davies Stable-Step (Bespoke Solution)
- ODM 036/25 – USO Reform - Pre-Deployment (Indoor Changes) Activity Safety Engagement and SAC1
- ODM 041/25 – Drugs in the Postal System
- ODM 048/25 – Drugs in the Postal System - Update
- ODM 050/25 – New Posting Peg Trial (Revised Version) Within Royal Mail - Additional Information
- ODM 051/25 – Royal Mail Frame Lifter (SAC Document & SWI)
- ODM 052/25 – RMG Safety Documentation Covering Collections, Locker Banks and Linked
- ODM 053-25 Location Lists for Digital Postboxes and Royal Mail, Quadient and Motor Fuel Group Locker Banks

**List of Safety related memos (Processing, Logistics, Parcelforce, International, Eurest Department & Joint Department Memos) issued in 2025:**

- Issued 08.01.25 – Large Parcel Conveyors Update
- Issued 14.03.25 – Long Wheelbase version of the 18Tonne Rigid Loan Plan
- Issued 26.03.25 – Loading and Unloading of Large Vehicles SSOW & Vehicle Load Plans
- Issued 20.11.25 – Additional Information: Temporary Outhouses and Temporary Structures – Health and Safety

End.