

## **Reference for Jay Okeefe – Asbestos Project at Ford Motor Company on behalf of Leadec - August 2024 to December 2024**

To Whom It May Concern,

I am pleased to provide this reference for Jay in recognition of his outstanding contribution to the asbestos decontamination project undertaken at the Ford Motor Company on behalf of Leadec. Over a five-month period, Jay played a pivotal role in the successful delivery of what was the largest asbestos removal project in Europe at the time.

Jay was responsible for the full-scale decontamination of a vast warehouse facility, covering all areas from the roof to the floor level, including the intricate and sensitive task of managing asbestos contamination on stored stock. His performance throughout the project was exemplary, demonstrating not only technical competence but also strong leadership and strategic planning capabilities.

Key aspects of Jay's role included:

- Man Management: Jay effectively led a team of over 60 operatives on site. His ability to motivate, organise, and manage personnel ensured that daily objectives were met consistently and safely.
- Site Induction & Safety: He conducted thorough site inductions for all personnel, ensuring that everyone understood the scope of work, health and safety requirements, and their individual responsibilities. His focus on compliance and safety was evident throughout the project.
- Daily Site Planning: Jay was instrumental in planning and delegating daily tasks, ensuring efficient coordination across teams and alignment with project timelines. He adapted to challenges quickly and maintained excellent operational flow.
- Health & Safety Oversight: With asbestos removal being high-risk, Jay maintained the highest standards of health and safety. His diligence ensured the work was carried out safely, with no incidents recorded under his supervision.
- Stock Control: Managing contaminated and non-contaminated stock within the warehouse environment required precision and control. Jay implemented robust systems to track, isolate, and protect stock throughout the decontamination process.
- Client Liaison: Jay represented the project team in regular meetings with the client, building a strong working relationship with key stakeholders at Ford. His professionalism and clear communication inspired confidence and trust.
- Financial Planning: Jay also contributed to financial planning aspects of the project, helping ensure that resources were utilised effectively and that the project remained within budget.

Jay proved himself to be an invaluable asset to the team, demonstrating resilience, leadership, and a proactive approach throughout this complex and high-profile project. I have no hesitation in recommending him for any future roles requiring operational leadership, project management, or environmental compliance expertise.

Please feel free to contact me should you require any further information.

Yours sincerely,

Colin Lee

General Manager

Leadec

[Colin.lee@leadec-services.com](mailto:Colin.lee@leadec-services.com)