

ISS Safety

Health and Safety Consultancy

Health and Safety Management

Safety Audits

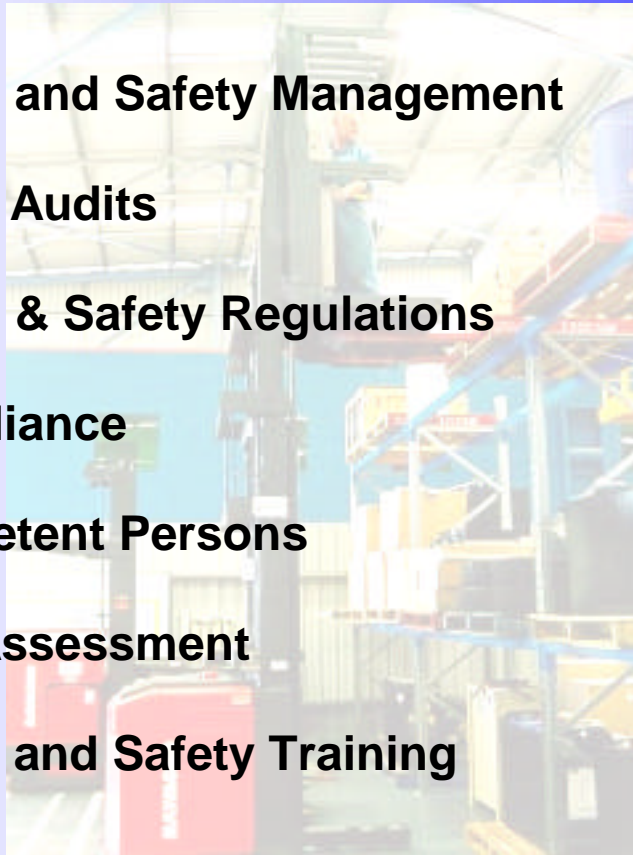
Health & Safety Regulations

Compliance

Competent Persons

Risk Assessment

Health and Safety Training



Occupational Health & Safety Services
From a single source



<http://www.iss-safety.co.uk>

About ISS

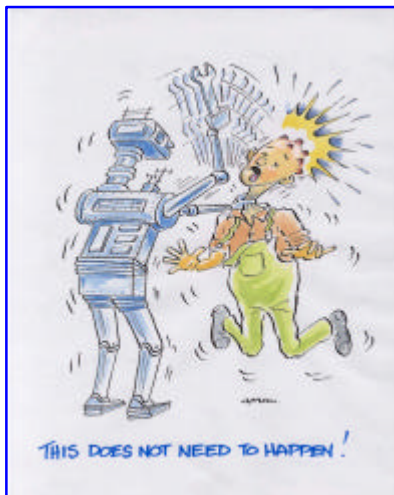
Many of the duties imposed by the Health and Safety at Work Act and the relevant statutory provisions are absolute and must be complied with. Keeping pace with new and revised Occupational Health and Safety Regulations, Approved Codes of Practice and Health and Safety Standards can be an overwhelming task.

Integrated Safety Solutions (ISS) offers its customers a range of support services that will help you manage health and safety within your organisation and ensure you remain compliant with the relevant Health and Safety Regulations.

Our NEBOSH qualified safety specialists will help you develop and manage your risk management control system by providing support services that are tailored to the specific needs of your organisation and your available in-house skills and resources.

Our range of support services include:

- Health and safety management
- Safety Audits, inspections and checks
- Advice on compliance with Regulations and Standards
- Writing safety policy and procedures
- Competent Person Service



- Occupational Health and Safety training
- Accident investigation and reporting
- Creating risk management control systems
- Hazard identification and risk assessment
- Developing safe systems of work
- Stress audits, stress management and training
- Help line - authoritative advice on health and safety risk management.

Health and safety support that suits you.

Our flexible approach and wide range of services means that we can tailor a programme around your exact requirements. From a full support programme that will establish, implement, monitor and review your health and safety control systems to providing you with itemised services that reflect your immediate health and safety needs of your business.

For more information about our range of products and services contact us on:

Telephone: 0208 904 0889 Fax: 0208 904 9960

Web: www.iss-safety.co.uk E-mail: info@iss-safety.co.uk



Health and Safety Management – Premier Service:

The ISS Premier Service is a full support programme that will establish, implement, monitor and review your health and safety control systems. The services provides for the management of your occupational health, safety and welfare needs at your facilities, by an experience health and safety consultant , to a level that will ensure compliance with work place health, safety and welfare Regulations, create an effective health and safety management control system and build a positive workplace attitude to health and safety.

Benefits

Our Premier Service is designed to ensure you operate an effective Health and Safety management system by conducting a full health and safety assessment followed by a detailed action plan.

The Premier Services comprises:

- A full evaluation of your company's health and safety procedures and practices
- Regular audits and risk assessments to ensure all policy and other documentation are in order
- Development of a Health and Safety action plan giving clear direction and support.
- Recommend and manage health and safety training programmes

The Premier Services package covers:

- ✚ Full health and safety auditing
- ✚ Management action plan
- ✚ Development of a robust safety policy and procedures
- ✚ Advise management on how to comply with the relevant health and safety legislation
- ✚ Advise management on new Regulations and their impact on the organisation
- ✚ Identification of work place hazards
- ✚ Completing and recording risk assessments
- ✚ Identify and implement appropriate safety control measures
- ✚ Training recommendations
- ✚ Regular follow-up meetings
- ✚ Accident reporting and Investigation
- ✚ Liaison with enforcing authorities
- ✚ Legislation updates
- ✚ Helpline

How does the Premier Health and Safety service work?

In order to establish an effective health and safety management system, the first and most important step is to carry out a review of the key arrangements and procedures already in place.

On appointment an experienced safety consultant will meet with your staff to collect existing documents and records, and agree a procedure for undertaking the initial health and safety audit.

From this audit we will prepare a report containing details of:

- (1) Current health and safety policies, procedures and documentation and assess their compliance with current occupational Health and Safety Regulations
- (2) The arrangements for implementing the policy
- (3) Current working environment and accepted work practices
- (4) Any uncontrolled hazards
- (5) The adequacy of existing safety control methods (mechanical and procedural)
- (6) Accident/incident reporting procedures
- (7) Compliance with Workplace Health, Safety and Welfare Regulations 1992 (i.e. heating, lighting, work space, sanitary & washing facilities, rest facilities, eating and drinking facilities)
- (8) Review existing risk assessment procedures, methods of evaluations and documentation
- (9) Review validity of existing risk assessments dealing with:

- ✚ Display screen equipment
- ✚ Manual handling
- ✚ Control of substances hazardous to health (COSHH)
- ✚ Fire precautions and training
- ✚ First Aid
- ✚ Management of Asbestos
- ✚ Control of Legionella
- ✚ Noise
- ✚ Condition of walk ways and stairs
- ✚ Traffic routes
- ✚ Provision and use of work equipment
- ✚ Work transport
- ✚ Electrical installation
- ✚ Electrical equipment
- ✚ Use of personal protective equipment

- (10) Review/apply fire certificate (if applicable)
- (11) Review/develop emergency fire plan
- (12) Review of accident reporting and recording procedures
- (13) Review training needs and procedures including induction training

Following consultation with your management team, ISS will present a detailed written report containing details of the organisations hazard burden, a review of your health and safety policy and procedures, level of compliance required by statutory legislation, an action plan to address any short falls, plus an on-going health and safety maintenance plan.

The health and safety maintenance plan will be supported by:

- Regular scheduled site visits to observe how the maintenance plan is being implemented. Agree a follow-up and review date
 - A telephone/e-mail support service. Staff at ISS will be available to answer any queries or questions relating to health, safety and welfare. A site visit will be arranged if the matter can not be dealt with satisfactorily over the telephone
 - A regular assessment of training needs
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Competent Person Service:

The Management of Health and Safety at Work Regulations place a duty on employers to provide a safe place of work for all its employees and others and to appoint a competent person to assist in meeting this obligation.

The role of the competent person is to advise management on:

- The organisations general legal requirements in relation to health and safety
- The suitability of risk assessments
- The suitability of your risk management control system

In any organisation it is not always possible to appoint a competent person either in a part time or full time role for a variety of reasons.

Our “Competent Person Service” has been developed to assist small and large organisations meet their statutory obligation.

How does the Competent Person Service work?

- One of our experienced consultants will act as your safety advisor.
 - To ensure we have a thorough understanding of your business we will first undertake a full health and safety audit to identify those areas of significant risk within your organisation.
 - An action plan will be prepared that will identify your key priorities and provide clear guidance on how these can be addressed.
 - Our consultant will help you complete your action plan over an agreed time scale.
 - The consultant will continue to visit your organisation to check progress and provide further assistance.
 - The Competent Person Service is supported by our help line which can be used to provide additional advice and guidance.
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Safety Health check

Every business has an obligation to comply with numerous Health and Safety Regulations.

Most of these Regulations require interpretation to establish what is “reasonably practicable” in the eyes of the law. Many organisations could, therefore, benefit from receiving guidance from experienced health and safety practitioners on the most appropriate cost effective solution to any given situation.

For example the solution to a specific safety problem might be resolved by introducing a written procedure supported by information, instruction and training of staff. Alternatively the solution may require a physical control system that prevents staff from coming into contact with a particular hazard.

What is a safety health check?

One of our experienced safety consultant will visit your premises. A report will then be prepared which will include details of your main health and safety practices.

The report will identify:

- Details of activities involving significant risk
- Areas of non compliance
- Areas of good practice
- An action plan to identify your key priorities and clear guidance on how these can be addressed.

Maintaining a safe working environment that will help prevent work place accidents and ill health and ensure compliance with the law need not be expensive or create major disruption within the organisation.

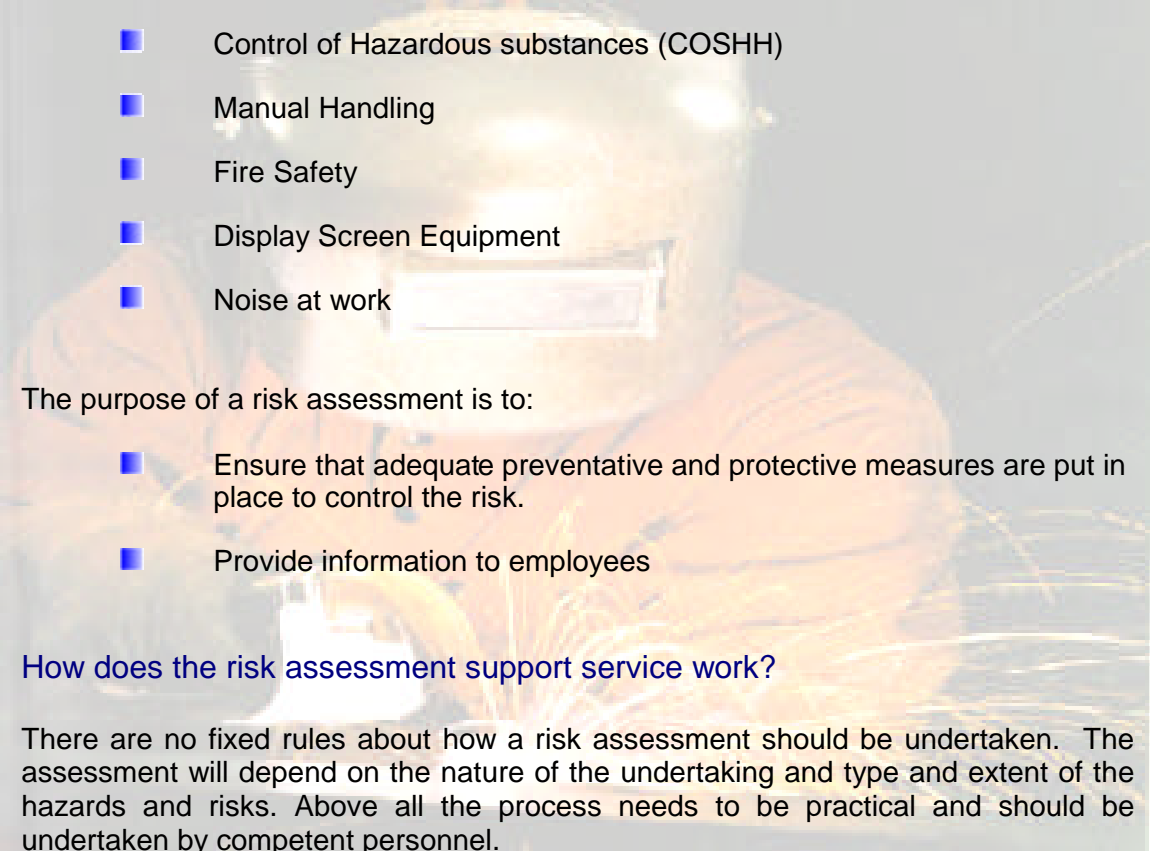
The health and safety check is designed to provide advice, guidance and assistance on the key issues of modern health and safety management.

Risk assessment

The Health and Safety at Work Act 1974 places a duty on employers to provide a safe place of work for all its employees. The supporting Management of Health and Safety at Work Regulation 1999 places a statutory duty on employers to undertake “suitable and sufficient” assessment of risks to the health and safety of employees and others affected by the company’s undertakings.

In addition many Health and Safety Regulations stipulate the need to undertake a risk assessment, which address the specific hazards and risks that are covered by those Regulations.

For example:

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- Control of Hazardous substances (COSHH)
 - Manual Handling
 - Fire Safety
 - Display Screen Equipment
 - Noise at work

The purpose of a risk assessment is to:

- Ensure that adequate preventative and protective measures are put in place to control the risk.
- Provide information to employees

How does the risk assessment support service work?

There are no fixed rules about how a risk assessment should be undertaken. The assessment will depend on the nature of the undertaking and type and extent of the hazards and risks. Above all the process needs to be practical and should be undertaken by competent personnel.

- Our consultant will conduct a general or specific risk assessment of your activities
 - Alternatively we can help you develop your own risk assessment capabilities in-house
 - We can train your staff to make general or specific risk assessments
 - We can audit your risk assessments to ensure they are “suitable and sufficient” and meet your legal obligations.
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Occupational Health and Safety training

“The most effective element in any health and safety strategy is to provide awareness and knowledge through training”

We offer a wide range of training courses ranging from general health and safety awareness to topic specific courses.

The training courses are delivered by NEBOSH qualified training personnel who are corporate members of IOSH and experienced safety practitioners. In addition our training personnel maintain up to date knowledge of new developments by undertaking field based projects for our industrial and commercial clients; this means that we have first hand experience of the practical application of health and safety in the workplace.

We recognise that you may have specific training needs based on your own operational factors. Every training course can be tailored to suit an individual company's specification. This flexibility allows clients to have courses personalised to suit their own requirements all at competitive rates.

What are the available standard courses?

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- Managing safety in the work place
 - Working safely – Safety awareness
 - Health and Safety Law
 - Safety for Senior Executives
 - Risk assessment
 - Manual Handling
 - COSHH
 - Provision and use of work equipment
 - Display screen equipment – training the assessor
 - CE marking
 - Stress Management
 - Fire Safety

Each delegate receives course material which can be used as reference material to put into practice what has been learned in the classroom.

To receive information on the course contents please e-mail info@iss-safety.co.uk or call 0208 904 0889
