



Health & Safety

Health & Safety - Audit

This work is rather like a financial audit. The aim is to understand the health and safety management systems and to check within selected areas of activity that the required systems are operational and effective. The work requires a very thorough review of all systems and records and a physical inspection of the premises and activities so that a clear understanding and evaluation of systems and effectiveness is gained. Recommendations are suggested to improve compliance where appropriate.

The report format will vary to suit the client needs. Often a benchmarking format is used to demonstrate the level of compliance with the law and with the organisational systems as they have been understood.

Health & Safety - Review

This work is less intense than an Audit (above). It reviews the relevant health and safety legislation applicable to the organisation and provides a shorter report listing the systems and practices identified and an indication of the level of compliance with the law (and if required) the client's systems. Recommendations are suggested to improve compliance where appropriate. The aim is to achieve an awareness of the issues as that achieved with the Audit above, but with a lower level of detailed knowledge and cost.

Such a report is often used to identify the areas for immediate improvement in a client organisation at the start of a working relationship with Oval Risk Services.

Health & Safety - Risk Assessment – Strategic Level

This work records most of the Health and safety legal requirements relevant to the organisation and assesses the risk from a strategic level (often in general terms with specific examples). The report prioritises the issues and recommends practical improvements as appropriate.

The majority of clients find this report useful because:-

- It provides compliance as a “general risk assessment” under the Management of Health and Safety at Work Regulations
- It summarises the health and safety management within the organisation in a few pages so that it can be clearly understood without significant effort at every level of the organisation
- It provides a management tool to set priorities and manage the improvements from Board level downwards and allow routine monitoring and reporting of progress.
- It can be used for clear communication with employees at all levels to explain decisions, invite comment and consultation and help personnel be positively involved in gradual and continuous improvement.

Health & Safety - Risk Assessment – Specific Level

This work varies depending on the issues to be addressed. Different legislation requires different approaches. In essence the aim is to work in a narrowly defined field such as manual handling, hazardous substances, work equipment, work place, etc. Hazards are identified, risks are evaluated and prioritised and practical recommendations are made for improvement. In some cases the Health and safety Executive have provided suitable models for use (free from the Internet), in others we have developed systems for specific risk assessment. In some cases there are several stages of risk assessment, depending on the complexity of the organisation and its activities.

In all cases, we offer direct risk assessment as a service as well as training (theory and practical) for employees to carry out risk assessment in the future. Certificates and records of training are provided where required. In some cases we have worked with those who have been trained to develop confidence so that they feel more able to record future risk assessments.

Health & Safety - Competent Person Service

This service is designed to help clients meet their legal duties in Regulation 7 of the Management of Health and Safety at Work Regulations. The level of work provided depends on the client organisation activities, premises, practices and risk levels identified. In general terms we recommend at least 2 meetings (often more) including site visits per year with an agreed plan of action and development as well as agreed actions to be achieved by the next meeting. Access is needed to all relevant information, practices, premises, etc and a commitment is needed from the client

Health & Safety - Policies

Health and safety is legislation based and therefore involves the development and dissemination of policies on many issues. We can help with specific policies and procedures such as smoking, driving, machinery operation, etc. We can also help with a full health and safety policy by advising what should be included, developing sections to suit the client organisation and existing practices as well as recommending changes to improve legal compliance.

We can also help by explaining policies to selected personnel, by developing briefings and delivering those briefings or training others to deliver them as required by the client. This process can be used as proof of suitable communication of the policy for future reference.

Health & Safety - Management Systems e.g. HSG 65

We can develop management systems to suit the client organisation based on several models such as HSG 65, OHSAS 18000, etc. To do this work we need to understand your existing management systems to be able to judge the most suitable system to fit the existing systems with the minimum of disruption. We would then develop a practical management system to suit the organisation.

Health & Safety – Health Screening

When employing a person, it is important to understand their medical history and any existing medical conditions. This knowledge allows the client to make a better informed decision on the suitability of each candidate and to arrange additional precautions if necessary to protect the new employee as appropriate. For example, if a new employee has some hearing loss, the duty of care owed by the employer is greater and the precautions required would be greater so that no further hearing damage resulted from exposure to noise at work.

Health & Safety – Health Surveillance

Existing employees and others working on site routinely should be protected from potential health effects, e.g. from hazardous substances. In relevant cases we can arrange health surveillance by competent personnel to identify any health effects from the identified hazards as early as possible. We can also help in arranging treatment, etc if any health effects are noted so that employees are looked after effectively, if necessary.

Health & Safety - Noise Assessments, etc

We can offer noise measurements in various forms using specialists to comply with relevant regulations including noise, vibration, hazardous substances, etc.

Health & Safety – Asbestos Surveys

We offer asbestos surveys of types 1, 2 and 3 depending on client needs and preferences.

Health & Safety - Absence Tracking and Rehabilitation

Managing the effects of absence for all reasons can make a significant difference to business performance. We can help and guide clients through the difficult process of finding out why staff are absent and helping to reduce absences to improve performance.

Health & Safety – Accident Investigation / Reporting

We can offer a full investigation service complete with detailed causation report and witness statements.

Health & Safety – CHAS Accreditation assistance

We are able to offer full support to business wishing to apply accreditation to the Contractors Health and Safety Scheme ensuring your business has the necessary documentation and procedures in place prior to application.

Health & Safety - Training

As accredited IOSH and BSC trainers we offer numerous certified courses relevant to your day to day activities. We can also offer courses tailored training to suit individuals and client needs. Sometimes a short and focussed training session can deliver skills to employees who are not used or able to sit in a classroom environment for a long time and then study alone to meet a

required standard. We find that many people who are used to manual work find it difficult to sit still for long periods or to study alone.

For example we can train a selected employee to train his / her colleagues in a specific skill such as Manual Handling. We can also offer such courses directly for your employees if required. Certificates of attendance or competence are provided as appropriate. These course can be held at your own premises or perhaps in one of our offices local to your business?

Health & Safety – Legionella Risk Assessment

Legionnaires' Disease is caused by the bacteria Legionella Pneumophila, which is common in rivers and ponds. Although the bacteria is found naturally in such environments, there is a risk that in water systems such as cooling towers, domestic hot and cold water systems, showers / spa baths, industrial water systems and air conditioning, they may be able to multiply, causing a risk of infection to people, which can be fatal.

Under Health and Safety law, companies have a responsibility to consider the risk from Legionella to their staff and the general public and take precautions to prevent an outbreak. This includes identifying and assessing potential sources of risk, putting a scheme in place to prevent or control the risk, and keeping records to monitor the effectiveness of the scheme, all of which we can assist you with.