



SE Health & Safety Ltd
ASSESS • ADVISE • ASSURE

HEALTH & SAFETY SUPPORT SERVICES



Health & Safety Support Services

Introduction

All businesses are required to have competent health and safety support, under the Management of Health & Safety at Work Regulations 1999, section 7. This support can either be in-house or as an external consultant.

We can provide you with 'Competent Advisor' support as a retained service, which means you can name us on SSIP applications, tender / PQQ submissions and other health and safety documentation.

We're at the end of the phone if you need support with health and safety matters and will provide assistance in the event of an accident, carrying out a comprehensive investigation where required.

Site monitoring can be conducted at intervals specified by you, with an audit report and action plan issued.

Areas of your business we can assist with include:

- Policies, procedures, templates
- Risk assessments and method statements
- COSHH assessments
- Construction Phase Plans
- Inspections / audits
- SSIP applications / renewals



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Documentation

We can provide you with a suite of documents and templates, branded with your company logo, to help you manage health and safety in a straightforward manner and ensure you are meeting regulatory compliance.

A written Health & Safety Policy is required by all business, except those with less than 5 employees, but even then, they are still required to have arrangements in place for managing health and safety. Policies are made up of three sections:

1. Policy Statement – *one page document signed by the director responsible for health and safety*
2. Organisation and Responsibilities – *structure of the business and the responsibilities each job role has for health and safety*
3. Arrangements – *the bulk of the document which details how health and safety is managed in relation to the activities of the business*



We can provide a tailor-made Policy, which needs to be reviewed on an annual basis

We can provide a library of risk assessments and COSHH assessments, suitable for the nature of the business activities..

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H&S Compliance Report

We can visit your business and carry out a compliance audit, which will give you an overview of the areas you are performing well in, in respect of health and safety, and any areas that may require some improvement.

We will give you an itemised action plan and support you through implementing any changes or additions that are needed to bring the business up to a compliant level.



This can be useful for the business owners / directors to get an insight into the areas of potential risk and take actions to mitigate them.

It may also be useful for any companies considering embarking on ISO 45001, as this will show what work needs to be done to prepare for this journey.

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Site Inspections

We take a pragmatic approach to carrying out health and safety inspections on site, ensuring we provide constructive advice and recommendations, not a list of criticisms. Our inspections consist of a tour of the site and audit of documentation. We then produce a comprehensive report with photographic evidence, produced on iAuditor, creating actions to be addressed and assisting with / advising on any corrective action required.



Our inspectors are NEBOSH qualified, CSCS card holders and experienced in construction health and safety, temporary works, scaffolding and fire safety.

We can also advise on achieving compliance on schemes such as Considerate Constructors Scheme, CLOCS and FORS.

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Qualitative Face Fit Testing

Employers have a duty to ensure that respiratory protective equipment (RPE) provided is adequate and suitable. This is checked by carrying out Face Fit Testing, to ensure the wearer is properly protected from inhaling unwanted dusts, fumes or vapours.



We can attend your site or premises to carry out face fit testing. Operatives will need to have the mask they intend to use, so that this can be tested to make sure there is a proper fit that is stopping harmful particles getting in.

Prior to the testing taking place, we issue guidance for the operatives, so that they know what to expect. This also helps in dealing with those with limited spoken English, as we can translate the guidance into the required language.

Testing takes approximately 15 minutes per person from start to finish.

Note: Face Fit Testing can only be carried out on those that are clean shaven on the morning of the test. No smoking, eating or drinking within 30 minutes of the test, or the result may be affected.

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Retained Advisor

We will provide a NEBOSH-qualified Health & Safety Professional to act as your competent advisor under health and safety law (Management of Health & Safety at Work Regulations 1999, Section 7), which includes your annual policy review and telephone / email support.

You can name us as your Competent Advisor on SSiP applications (CHAS, Safe Contractor, SMAS, etc) and also on client PQQ documents, tender submissions, etc.

Support days may be used for:

- Site Inspections
- RAMS / Construction Phase Plans
- Meeting attendance
- SSiP applications / renewals

You can select the number of support days you would like per year, which best suits the needs of your business.

Frequency / Number of Days		Monthly Cost
Quarterly / 4 days per year		£160
Every 6 weeks / 8 days per year		£320
Monthly – 12 days per year		£480
3 days a month / 36 days per year		£1275



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Our Range of Services

- ✓ **ISO Management Systems**
- ✓ **Health & Safety Support**
- ✓ **Principal Designer**
- ✓ **CDM Client Advisor**
- ✓ **Landlord and Tenant Fit Out Guides**
- ✓ **Fire Risk Assessments**
- ✓ **Training Courses**
- ✓ **Site Photography**



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