

HSE LEGAL COMPLIANCE REVIEW AND GAP ANALYSIS

Sector	Education
Client	An international chain of educational institutions
Service	Undertaking of an HSE Legal Compliance Review for a large chain of education institutes HSE Gap Analysis Creation of a Legal Risk Register
Project Days	14

CLIENT PROBLEM ?

Educational institutes can face particular challenges when it comes to the management of health and safety. In addition to their high profile, they have a duty of care to ensure employees, students, contractors, visitors to their sites and the wider public are kept safe and healthy within their facility.

Furthermore, University facilities in particular may have need to control a wide range of risks and hazards in addition to those found in typical classroom environments, such as; engineering, electrical and scientific laboratories, practical training workshops, vehicle and pedestrian movements outside of the premises.

The client engaged Corporate OHS to undertake a review of the HSE systems currently in place across their school network within the UAE, to include; Head Office, transport services, support staff accommodation. And to know of any gaps in the legal compliance to Federal and Emirate specific HSE laws and legislations lay, and how they could best rectify these gaps.

Corporate OHS offers HSE and risk management solutions, including outsourcing.

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Our Solution

The scope of work that was agreed was:

- A legal compliance report and register highlighting gaps in legal compliance and detailing where good or bad practice was being followed and where the need for improvement and change lay
- Evaluate the health and safety requirements stipulated by ADEC, KHDA and the Abu Dhabi and Dubai Governments and recommend a safety standard that would comply with these needs
- Present the report detailing the actions required in order to meet the recommended standards, laws and legislation. The report included; achievable milestones, recommendations as regards to the department/s in which the health and safety capability should reside, reporting lines, staffing levels, desired qualifications or training needs, external recruitment needed (if any)

This was achieved by:

Site Visits and Assessment - The Consultant visited the client head office, school transport services office, two sample schools and one sample of the staff accommodations to conduct site inspections to ensure they had a thorough understanding of the clients current practices as regards to health and safety.

Process, Policy and Procedure Review - The client gave the Consultant their existing health and safety documentation, policies in place, risk assessments previously carried out and all additional HSE documentation to be reviewed.

Summary of Outputs

The Consultant completed the legal compliance review and provided a gap analysis report which included a detailed action plan for the client to consider.

Accompanying the report provided was a Legal Risk Register which had been written by the Consultant to act as a central repository for all risks identified in the client activities and operating Emirates as well as relevant best practice and international standards relating to the industry.

The report, in conjunction with the Register, outlined which Federal and Emirate specific laws were applicable, what was required and where gaps currently lay in the clients existing levels of compliance. From there, the Consultant recommended an organisational structure with roles and responsibilities assigned to individual titles, identifying initial and high priority needs where relevant. They also recommended the development and implementation of an Occupational Health and Safety Management System that would meet the needs and aspirations of client.