

DEVELOPMENT AND IMPLEMENTATION OF AN OHSAD COMPLIANT HSE MANAGEMENT SYSTEM

Sector	Government
Client	A Semi Government Communications Division
Service	Development and Implementation of HSE Management System in line with OSHAD RF for high risk entities and ISO 45001 Gap Analysis Report HSE Legal Risk Register HSE workshops programme
Project Days	55

CLIENT PROBLEM ?

The client had scant existing health and safety management system procedures and documentation in place and were therefore exposed to significant risk.

As a high risk entity, they had multiple and complex hazards associated with their operations. In addition to mitigating the risk associated with their work activities, they also needed to operate in a manner legally compliant with Federal and Local HSE laws and legislations.

To ensure cost effectiveness and add further value to the project, knowledge transfer from the Corporate OHS HSE Consultant to the client personnel was a key element of the project. Training workshops were also held in order to embed an HSE culture within the company and ensure the successful implementation of the newly developed HSE management system.

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Our Solution

Initially, a fact-finding review was conducted to determine the current health and safety performance of the company. It comprised of auditing the existing levels of compliance by reviewing any HSE documentation in place such as; HSE policy, procedures and records.

This, alongside the data extracted from meetings and interviews with key staff members, was used to write a Gap Analysis report. The review data was also used to develop a questionnaire to determine the current employee HSE perception and the potential for risk behaviours.

Attitudes to safety were measured using the methodology based upon the UK's Health and Safety Executives Climate Survey Tool, but then tailored to reflect the specific issues faced within the company.

After the HSE management system development the Corporate OHS HSE Consultant then supported the client implementation of the newly revised and developed HSE processes, procedures and controls.

Summary of Outputs

The Consultant developed and implemented a system which aligned to the client risks and needs and would be compliant with Federal and Local legal requirements, including the OSHAD RF for high risk entities. The system was designed so that it could also later be taken to ISO 45001:2018 international accreditation, if so wished.

Building the system involved; formulation of an HSE policy and plan, HSE processes, HSE structure, roles and responsibilities, operational controls and emergency measures, procedures to measure and monitor HSE, HSE objectives and targets, documentation such as manuals, procedures and forms.

Main elements included; organisation and responsibilities, risk assessments, communications, emergency arrangements, accident reporting and investigation, auditing processes, management review objectives, planning and strategy.

A legal risk register was written for all risks identified in the client activities as well as relevant best practice and international standards in the industry.

Bespoke workshops were developed and delivered to key personnel. Course modules comprised of:

1. Introduction and induction to OSHAD SF for high risk entities
2. Managing roles, responsibilities and competencies
3. Meeting legal requirements of OSHAD
4. Risk management
5. Selection and control of contractors, ensuring they fully comply with HSE procedures
6. HSE Performance and Reporting

The Corporate OHS HSE Consultant also provided day to day expert HSE advice to the client on their activities. During an overlap period towards the end of the project knowledge transfer and daily training and mentoring were provided to a new direct hire HSE Manager brought in by the company to manage health and safety once the consultancy project was completed.