

# DEVELOPMENT AND IMPLEMENTATION SUPPORT FOR AN HSE MANAGEMENT SYSTEM

<b>Sector</b>	<b>Government</b>
<b>Client</b>	<b>A large Freezone entity</b>
<b>Service</b>	<b>Development and Implementation support for an improved HSE Management System HSE Legal Risk Register HSE workshops programme</b>
<b>Project Days</b>	<b>65</b>

## CLIENT PROBLEM ?

The client had a rudimentary existing health and safety management system only and were therefore exposed to significant risk.

For the size of the entity, they also had a limited number of HSE personnel to support this vital function. In addition to mitigating the risk associated with their work activities, they needed to ensure that their operations were conducted in a manner legally compliant with Federal and Emirate specific 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 revised and improved HSE management system.

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# Our Solution

The Corporate OHS HSE Consultant divided the project into 3 elements:

- Assessment of current HSE Management System to include: policies, procedures, manuals, functions, forms, guidelines, structures and manpower capabilities
- Development of a new comprehensive HSE Management System suitable to the clients nature and size of business
- Supervision of the transition process of the new HSE Management System

Phase 1 also included the creation of a Legal risk register to ensure that the client understood the risk in their business in addition to their obligations regarding HSE compliance. To also ensure that control measures and adherence to compliance was fully built into all aspects of their day to day operations and activities.

## Summary of Outputs

The initial project stage included the creation of a Gap Analysis Report which included:

- Reviewing the current HSE Documentation
- Reviewing the current client practices as regards to HSE
- Interviewing the process owners and any other relevant stakeholders to evaluate their understanding on current HSE practices, to seek their feedback on management operations
- Conduct workforce planning evaluation to understand the number of staff needed to perform the correct scope
- Identify the gaps in the HSE practices against the requirements of the UAE relevant rules and regulations

Stage two of the project included:

- Revision and update of all current HSE documentation including; policies, systems, processes, programs, plans, activities, checklists, registers, formats, etc.
- Development of the essential supplementary HSE documents
- Development of an inspection and monitoring mechanism

The final stage of the project included:

- Conducting workshop sessions to create awareness of the new HSE documentation
- Regular monitoring of the implementation process

Throughout the process the Corporate OHS HSE Consultant worked closely with the existing client HSE team to knowledge transfer and build capability so that the client were left in a far stronger position than before once the project had finished.