

## Fire Risk Assessment

The Regulatory Reform (Fire Safety) Order made in 2005 has been introduced to consolidate and simplify the existing legislation. Fire certificates will cease to be valid and will be replaced by a risk-based assessment, whereby accountability lies solely and firmly with the "responsible person" in any business.

It will no longer be the Fire Service's duty to make sure the workplace is safe. That duty will lie with the designated "responsible person", who will be held accountable under the new legislation.

Employers have an obligation to carry out and have in place their own fire risk assessments, or employ a competent person to carry them out on their behalf.

The employer, occupier, manager or owner of the building therefore will have sole responsibility for assessing the level of fire risk in a property by identifying any hazards present and addressing the risks they pose. Fire Protection Officers will monitor and enforce actions, but it will no longer be their duty to tell employers how to comply, although they will advise. If there are any matters of concern, the Fire Protection Officer may use their powers of enforcement, which vary from educating and informing, to an enforcement or prohibition notice and possible prosecution.

ALS can carry out your fire risk assessments and advise you how to ensure full compliance with workplace fire safety and current legislation. So why not contact us for a competitive quote today and let us put your fire risk assessment in place for you.

## Disability Access Audits

From the 1st October 2004, organisations that provide goods and services to the public were required by the Disability Discrimination Act (DDA) to ensure that their premises and services can be accessed by disabled persons.

Service Providers are required to make reasonable adjustments to physical features within their premises which may impede access to Disabled Persons.

Access audits are now identified in the Code of Practice for Part III of the DDA as the best tool for the planned improvement of services and premises. Access auditing involves an inspection of a building to appraise its accessibility, which is judged against predetermined criteria. Our service includes:

- Access Audits
- Disability Discrimination Awareness Training
- DDA Compliance Consultancy

We have experienced staff who can carry out audits to establish your liability with regard to the Disability Discrimination Act 1995. Not sure of what you should be doing – then use the experts!

## Environmental Management

Many managers are unclear how environmental legislation affects their business. Stricter legislation and growing public awareness means that companies are increasingly at risk of regulatory action, additional costs and threat to their reputation.

In order to achieve required environmental performance, environmental issues need to be integrated within the overall management activity of an organisation. Environmental risks should be identified, assessed and managed. This may include issues such as air quality, waste, effluent, noise, water quality, contaminated land and transport issues.

ALS provides a comprehensive environmental management service:

- Policy definition and strategy formulation
- Environmental management systems
- Environmental auditing
- Contaminated land investigations
- Site monitoring for atmospheric emissions
- Advice on waste management techniques
- Noise and vibration monitoring



# Health & Safety Management



Supporting UK Businesses



## Health and Safety Management

If you think health and safety is expensive, imagine the cost of an accident!

Most organisations would not think twice about calling in specialists to guide them through the increasingly high-tech and legal complexities of running a business. At ALS we have Chartered Safety and Health Practitioners who can help tackle the health and safety issues in your workplace in a practical and cost-effective manner.

Our safety practitioners can give you the right advice to help you meet your statutory obligations and to keep your staff happy and healthy. Having experience in the business world enables them to give a balanced view between what the enforcers are looking for and meeting your business needs.

Our health and safety management services include:

- Development of safety policies and procedures
- Risk assessments, including fire risk assessments
- Auditing of policies, procedures and working methods
- Safety inspection and surveys
- Accident investigation
- Planning Supervisor

Every employer is under a statutory duty to arrange for a "competent person" to assess all risks arising at the workplace or created by work activities. Some risks are of a general nature, but others will need to be considered against more specialised legislation. ALS can undertake your assessments for you or help you to do them yourself. We can support you to the level that suits therefore saving you time and money.

Our safety practitioners are highly experienced in safety auditing and workplace risk assessing. An audit will show exactly how you measure up to legal requirements and whether your performance is up to standard. It will act as a benchmark from which you can form a health and safety plan.

## Accredited Safety Management Standards – Reduce your insurance premium

OHSAS 18001 is an international management standard that is soon to be launched as ISO 18001. The Association of British Insurers has stated that organisations who meet a recognised standard are likely to attract a healthy discount from their Employer's Liability Insurance premium.

We are partnered with the British Standards Institute and so we can provide a simple and supportive route to obtaining accreditation much more easily and quickly than you could on your own. Starting with our audit, we can work with you to help develop or align your systems so they fit your business needs as well as fitting the standard. We are able to liaise with the assessors on your behalf and help you through the accreditation process with minimum pain and disruption to your business.

## General Risk Assessments

ALS can provide a qualified safety practitioner to assess the risk to your business. Significant hazards are identified and the level of risk from those hazards defined. Risk control measures are then applied in order to reduce the risk to an acceptable level (as low as is reasonably practicable).

A general risk assessment will identify overall risk; however specific risk assessments may be necessary with regard to specialised legislation (i.e. Control of Lead at Work Regulations 1998). The more common subjects that give rise to an assessment duty are:

- For General risks (Management of Health and Safety at Work Regulations)
- Where exposure to substances may cause damage to health (Control of Asbestos at Work Regulations) (Control of Lead at Work Regulations)
- At workstations where computers are used (Health and Safety (Display Screen Equipment) Regulations)
- Where hazardous lifting or carrying tasks are undertaken (Manual Handling Operations Regulations)
- In noisy environments which could cause damage to hearing (Control of Noise at Work Regulations)
- Fire Safety Regulatory Reform (Fire Safety) Order

## Appointed Safety Advisor Service

This service means no more trawling the internet for the answer to a safety question or to find a specialist consultant or a trainer. Simply pick up the phone!

We all know that an excellent health and safety record is vitally important. It's crucial to get it right because good health and safety means good business. At ALS we were asked by our clients to provide a service that provides ongoing support for those who don't employ a safety professional, but also a service that can be used as a back up by employers who already have in-house expertise.

Many organisations simply can't justify employing their own professional safety staff to guide them through the maze of legislation. Alternatively, it may be that you have the personnel, but find that some projects are just too time consuming or require the input of a specialist. Sometimes you just need to find the answer to a technical question. The Appointed Safety Advisor service helps companies overcome these pitfalls by offering:

- Access to unlimited telephone advice and support, for no extra charge
- ALS designated as your "competent person" to meet the requirement in law
- A resource to be called upon, as and when you need it
- A bank of days for consultancy and training built in – use them when and how you want
- 10% discount off standard rates on additional work
- Priority response as a contract client
- Annual fee spread over quarterly instalments to make payment that much easier
- Nationwide coverage

### The Basics

Each contract is for an initial period, usually two years, with a number of contracted days built in. These can be used for all aspects of health and safety consultancy and training. It's completely flexible and you are in control as much as you want to be. An extra important benefit is access to unlimited telephone advice and support during the life of the contract, for no extra charge.

The cost of the basic package includes an agreed number of days of our time each year, and can be expanded to cover as many days as you wish. The advantage of structuring the agreement in this way is that your invoices are payable by quarterly instalments, assisting with your cash flow. This pricing arrangement means that the cost is spread over a whole year, even if your bank of days are used up at the beginning.

### Why do you need the Appointed Safety Advisor service?

- It's a legal requirement to have a designated competent person and your insurance company will look favourably upon you for appointing a professional advisor.
- The service gives you access to an entire team of safety professionals, without the cost of employing them. You can contact us as much as you like for advice and guidance, saving you time and effort in trying to find the answers yourself.
- The service gives you control and complete flexibility over how you use the inclusive days. If you find that you need a task completed or some training delivered, you simply contact us, book the work and we deduct the time from your account.
- You can spread the cost of paying for your safety tasks and training, even if you need the work done now.

### What else do you get?

To give you that little bit of extra support, as an Appointed Safety Advisor client we can provide you with lots of free benefits that make safety management that little bit easier. For instance, we can read and check internally prepared documents, policies or risk assessments and give you expert feedback before you publish them or hand them to your boss. This gives you a rubber stamp and the confidence to tackle tasks that you might have thought twice about before.

We can provide checklists, risk assessment formats, generic policies and we have a pro forma for just about anything that you might need to document. You can use these straight away or even use them as a base from which to design your own, rather than starting with a blank sheet of paper. All at no extra cost!

As an Appointed Safety Advisor client, you can feel confident that you have all of the support that you could ever need.

