

Simply making your work place safer





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OHS Systems

“Are we managing health and safety as efficiently and effectively as we can?”

Having a systematic approach to managing OHS is important but not all systems fit all situations. It is important to have a system that is right for your organisation, your risks and your people.

Simple OHS Solutions will:

- » Identify gaps and redundancy in how you manage OHS.
- » Determine if the way you are managing OHS addresses your OHS risks.
- » Assess the degree of implementation of your OHS system across your business.
- » Develop a system which fits your organisation size, complexity and culture.
- » Provide direction for your OHS planning and budgeting.

Workplace Consultation

“Are your employees involved in OHS planning and resolving OHS risk in your workplace?”

Consulting with employees about health and safety is not only required by law but is a vital part of managing OHS risk. It is important to establish consultation arrangements that meet the needs of your organisation.

Simple OHS Solutions will:

- » Help you to establish effective and meaningful workplace consultation that fits with your organisation size, culture and complexity.
- » Identify gaps in compliance and issues reducing the effectiveness of consultation.
- » Train key personnel.
- » Document consultation arrangements to provide evidence of compliance.



OHS Risk Profiling

“Do I know how one of my workers could get killed or injured?”

Understanding the risks your workers are exposed to is an important first step in managing OHS. Without understanding these risks, resources and activities may be directed to the wrong areas and despite good intentions safety is not improved.

Simple OHS Solutions will:

- » Identify with you and your workers your key OHS risks.
- » Provide you with clear information on how to prioritise risk and allocate OHS resources.
- » Recommend further controls.
- » Develop an action plan to direct future actions.



Legislative Compliance

“Can I easily demonstrate that we are complying with relevant OHS and worker’s compensation legislation?”

Legislation applying to OHS and worker’s compensation can be complex and change regularly. It is important that businesses can demonstrate compliance if an incident occurs and/or a WorkSafe Inspector visits.

Simple OHS Solutions will:

- » Identify OHS legislation you must comply with.
- » Assess your current compliance through document review and observation of work practices.
- » Provide advice and develop policies and procedures to close any compliance gaps.
- » Establish a process to monitor legislative changes to maintain legislative compliance.

Small Business OHS Compliance

“I know I need some documentation for compliance, but we are a small business and need simple processes to manage safety.”

Not everyone needs a full blown OHS management system. As a small business you need to concentrate on the things that matter most, making sure your employees are safe and not getting overwhelmed with paperwork.

Simple OHS Solutions will:

- » Assist you to consult with your staff about OHS in a way that suits you.
- » Help you and your staff identify your OHS risks and understand how your staff could get injured.
- » Provide simple documentation as evidence of what you are doing to manage OHS.
- » Help you meet your legal obligations.



On-Site OHS Support

“Do you need an experienced and qualified OHS practitioner that understands your business and OHS issues to support you?”

You are legally required to get the right advice when managing OHS. It is not enough to assign this role to payroll or HR if they do not have the right experience or qualifications. You must be getting advice from a suitably qualified person, but you can't afford a permanent OHS expert. Our consultants have worked as in-house OHS Managers/Coordinators and have practical experience in getting OHS established within organisations. Our goal is to help you and your staff not need our help.

Simple OHS Solutions will:

- » Provide on and off site technical OHS support.
- » Develop an OHS system which staff can manage with minimal support.
- » Build capability within your business to manage OHS and only use expert assistance when it is really needed.
- » Provide ongoing intermittent support for technical OHS issues.

Training

“Do I know what training my people need to work safely?”

Training your employees how to do their work safely is a vital part of managing OHS. Management need to know their responsibilities when allocating and supervising work and employees need to know the safest way to do that work. To save time and money, training must be matched to the needs of your business.

Simple OHS Solutions will:

- » Identify training needs.
- » Establish a training plan.
- » Develop tailored OHS training packages.
- » Deliver OHS training.



Contractor Management

“Am I confident that contractors that work for me are working safely?”

Many employers are exposed to OHS liability through the contractors they engage. You are responsible for the health and safety of your contractors just like your own employees. But how do you manage them when you don't know the details of work they do for you or you don't have very much contact with them? You need to make sure they are working safely.

Simple OHS Solutions will:

- » Review your contractor's activities and their OHS systems.
- » Work with contractors to provide them with simple systems to will increase their compliance with the OHS Act, thereby protecting you.
- » Advise you of any risk posed by contractors to help you select appropriate contractors.



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