



CAN'T YOU JUST DO IT FOR ME?

I have seen many a dusty folder on a shelf and empty checklists on a wall. It's your business, you make the decisions and you face the consequences. Health & Safety will always be your responsibility. So how reassured are you your both doing the right things and can demonstrate it?

Safety Mentoring is a mix of consultancy, coaching, training and advising. It's a relationship or collaborative effort to develop and improve Health & Safety (both process and practice) over time.

I as your Mentor will act in your best interests & be giving of my experience, knowledge and time so that you do the right things as well as things right.

You as the Mentee must be willing, accountable, honest and open. Giving of your time or resources to protect yourself, your people and your business.

Remember this is me and my business helping you and your business. We are in this together, good times or bad.

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Business Mentoring Plan

1. UNDERSTANDING RESPONSIBILITIES & REQUIREMENTS

Understand responsibilities, motivations and basic requirements. Nominated a director responsible for Health & Safety and appoint someone suitable in the business to coordinate day to day implementation/ Safety Management system.

2. POLICY & PLANNING

Sign/date compliant H&S Policy and understand/agree content. Communicate out or at minimum ensure it is easily available for employees. Check insurances are in place and you have (or have been offered) ongoing competent advice.

3. RISK ASSESSMENT & CONTROL

Understand why assessments are carried out, the 5 steps to risk assessment, hierarchy of control & the term reasonably practicable. Identify significant risks within business and draft (communicated out) and monitor risk assessments.

4. RECORDING & REVIEWING (EVIDENCE)

Understand why maintaining records & reviewing H&S is important. Understand business needs relating to inspections & maintenance, Hazards & incidents, employee & contractor management and also record and review business changes along with significant long-term actions & management reviews.

5. EMPLOYEES PROVISIONS & CONTRACTOR MANAGEMENT

Draft an employee training/provisions matrix identifying needs. Draft a preferred contractor register & understands vetting needs. Consider visitor needs.

6. WORKPLACE REQUIREMENTS

Display information (documents, emergency info, insurance, poster). Record Premises Fire Risk Assessment & First Aid provisions. Carry out workplace safety inspection identifying gaps. Plan and manage ongoing maintenance.

7. ADDITIONAL PRACTICAL CONSULTATIONS

Consider arranging sessions to cover awareness briefings, workplace safety walks, specific hazards, accreditation support and/or general management reviews.

We can do it with you but not for you.

Contact us to discuss your individual needs and details of service quotes offered on request. Full terms are available through our website or available on request.

