

## HSEC Consulting – Capability Statement

We are pleased to offer the following services on a consulting basis.

Services Provided	Detailed Explanation	Benefits to the organisation
<b>Objectives and Targets</b>		
Development and Monitoring	Development – risk and process based objectives, targets and key performance indicators developed for the management of the business from a lead and lag perspective. Monitoring – refer Management Review.	Provision of measures to allow appropriate management of the site based on “real data”.
<b>Training</b>		
Auditing	Internal auditor training External auditor training Provision of management understanding of auditing	Auditing is the classic measurement technique for a site, therefore well trained auditors will provide more effective interviewing to give you a better understanding of the running of your business.
Risk Management	Enhanced S1 course.	Essential understanding of the most significant driver to your business from a legal and business management perspective. Targeted to address all levels of the business.
Accident Investigation	Enhanced S2 course.	Allows your personnel to appropriately investigate events based on risk, to allow relevant business learning and implementation of suitable action to prevent recurrence.
Document Control	Document controller training User training	Segregated training to suit the needs to administrators and users to ensure that all personnel are active users of the documentation assisting in the management of the business through the use of current versions of documents.
Management Systems	Management Training Supervisor Training Operator Training	This will underpin that the management system is the framework to manage the risk. It will also address the content and structure of a management system and that it is based on the PLAN – DO – CHECK – ACT cycle, and is relevant to all personnel in the workplace.
<b>Document Control and Records Management</b>		
Systems	Provision of personnel with an understanding of the difference between a document and a record. Preparation of a relevant system based on either paper or electronic needs.	Document and records management underpin your system to ensure that people are using current procedures and that they can find records as and when appropriate.
<b>Risk Facilitation</b>		
Broad Brush	Overview of all of the risks on the site, but not a detailed level	To have a detailed understanding of the business risk based on an appropriate level of risk assessment, being able to identify relevant controls for the risk and the business. This comes back to the premise of what you measure you manage.
Strategic	Taking high level risk from a BBRA and then adding additional controls	
Operational	WRAC based risk assessments for non strategic issues in the BBRA as appropriate.	

<b>Services Provided</b>	<b>Detailed Explanation</b>	<b>Benefits to the organisation</b>
<b>Change Management Systems Development</b>		
Systems	Define change, develop system and develop the tools, based on risk	It will allow you to identify, understand and manage the risks involved in a change, to get the most effective benefit from a change.
<b>Legal Registers</b>		
Product	Preparation of customized legal registers for the site based on site risk exposure and operational practices.	Identification of the technical basis upon which your business is based, in a simple standardized format that is customized to your operation.
<b>Operations Maintenance Systems Development</b>		
Registers	Critical equipment, critical tasks, critical limits and emergency equipment	Allows the identification of relevant equipment, what is needed to manage and maintain the equipment for the effective and efficient running of the system.
Calibrations	All relevant equipment including emergency against ISO10012.	Ensuring that all measurements are accurate as appropriate to risk and need.
Task Based Risk Assessment	JSA (or equivalent) etc leading to SOP's (or equivalent) etc	To have an appropriate system targeted to the users to ensure that all risks are identified and controlled prior to the performance of work, for an event free environment.
<b>Contractor Management Systems</b>		
Auditing - Pre-Post, Mid	Provision of auditing and relevant tools	Allows an appropriate business return for the use of contractors.
Systems	Preparation of the systems and the relevant tools, based on risks and an appropriately defined scope of work.	Management of HSE risk to ensure an event free contract environment through auditing, scopes of work and contractor management tools, through appropriate KPI's.
<b>Incident investigation</b>		
Systems	Assistance with the implementation of current systems or development of appropriate site based systems.	Allows your personnel to appropriately investigate events based on risk, to allow relevant business learning and implementation of suitable action to prevent recurrence.
Mentoring	Assisting personnel with the performance of incident investigations to get the most from the process, including the use of site specific tools	
<b>Management Review Systems</b>		
Systems	Development of relevant site specific risk based management review systems.	Ensures the measurement of the effectiveness of the overall system through appropriate and relevant KPI's to ensure continuous improvement and risk reduction.
Facilitations	Assistance with the running and recording of management review meetings.	
<b>Inspection, Monitoring and Auditing</b>		
Systems	Developing, Implementing and Maintaining appropriate systems for the site including the relevant tools.	Acts as the major input to the management review process through the provision of quantitative measures.