

# Occupational Health & Safety Management Systems

ISO Consultancy | Project Management | Knowledge Base



**Spødan**  
[www.spedan.co.uk](http://www.spedan.co.uk)



# WORKING WITH SPEDAN

Welcome to Spedan Ltd. We support our Clients with all aspects of ISO management systems. From micro-business to multi-retailer, we will work with you to ensure that you gain the very best from your Occupational Health and Safety Management (OHS).

## OUR COMMITMENT TO YOU

Our business is set up to meet a growing demand from businesses that need to maximise the opportunities and rigour that an effective OHS management system can bring them.

We know that running a business is hard, and your management system should bring you confidence, compliance and a competitive advantage.

- **Qualified and Recognised by the Industry**
- **Bespoke, Personal Service focussed on getting you great results**
- **Full programme of CPD Accredited Training**
- **Skilled at integrating with Quality, Health & Safety and Information Security**

## CHOOSE YOUR OHS SERVICE

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“ We needed to integrate our OHS system with our Quality and OHS systems. We are a growing business, with systems in place already, and we needed some support to integrate all our management systems. We asked the team at Spedan to support us; we’ve achieved our goals and even better, we’ve made the whole system easier for our management team and staff to use. ”

*Roger Ward, Bybox*

# OHSAS 18001 OHS MANAGEMENT

OHSAS 18001 is an internationally recognised and trusted standard for OHS Management. Meeting the criteria of the Standard confirms your commitment to a continual improvement process for OHS performance as well as compliance with legislation.



## BENEFITS OF ISO 18001

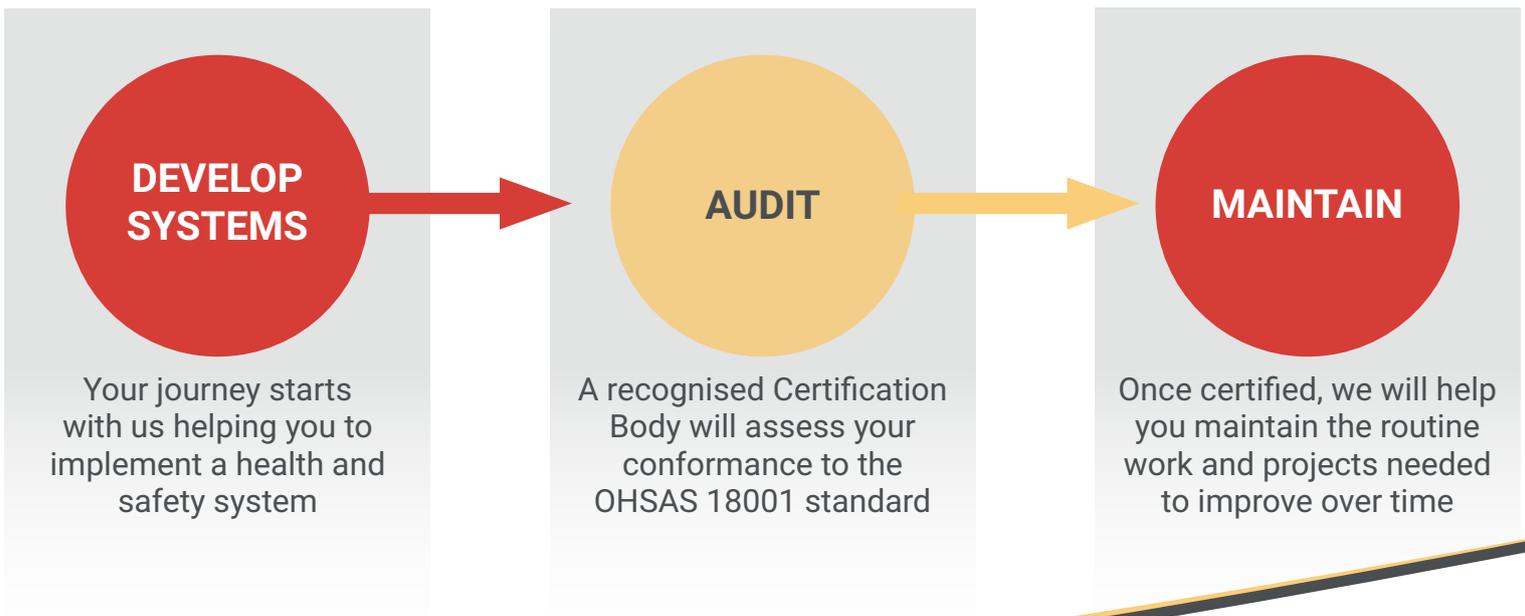
The OHSAS 18001 standard provides a practical framework for managing your OHS issues; the standard focuses you on ensuring that your risks and legal compliance are covered, before moving you on to improving your performance in areas that will benefit your business and the environment the most.

Effective use of the standard significantly helps your organisation by embedding a culture of challenge and continual improvement

- **Confidence that your Organisation knows and meets it's legislative requirements**
- **The ability to demonstrate your OHS credentials to Customers and Stakeholders**
- **A governance framework to manage and enhance OHS performance into the future**
- **A system to maximise OHS opportunities relevant to your business**

## HOW TO GET AN OHSAS 18001 CERTIFICATE

Once you have setup your health and safety management system you will need an independent certification body to audit your system and award your ISO 18001 Certificate. We are recognised consultants by the market-leading UKAS accredited Certification Bodies, BSi and NQA.





## GAP ANALYSIS

If you need to set up a management system, we can help you to plan your project. Our Gap Analysis will identify exactly what you need to do and ensure that you focus your resources correctly. Perfect if you are aiming to do the work yourself, or carrying out a feasibility study!

Our experience with ISO 18001 shows that most businesses are unaware of the legal issues and necessary management practices that are needed to ensure good OHS performance. Even fewer will have explored the opportunities open to them to improve OHS performance to gain a competitive advantage.

We will review your existing management practices to identify where these meet the requirements of ISO 18001:2015. We will be able to identify what you need to develop and implement to meet the full requirements, and create an effective action plan for you to follow.

Your Gap Analysis will follow a bespoke programme covering all aspects of your business, including the Management and operational processes, suppliers, customers and your staff.



### Benefits of a Gap Analysis

- Provides clarity on your legal requirements
- Provides a clear and prioritised action plan to start developing your Management System
- Introduces you to the requirements and benefits of good OHS management
- Identifies how the OHS requirements could be integrated with your Quality systems

# IMPLEMENTATION

We will support you from the very beginning of your journey to implement an ISO 18001 OHS management system, through the process of certification and ongoing surveillance. Use our experience to make the process easy and beneficial for your business.



We will take you through the full process of setting up an OHS management system, onwards to having the system Certified, and then maintaining the system into the future. We will work with you to understand your business and ensure your OHS system fits your business and your goals.

Our experience shows that many businesses are exposed to legal requirements, and either don't manage the issues adequately and if they do, don't record or document necessary records. Therefore, our approach ensures that existing good practice is captured and built on in your new OHS management system.

Depending on the level of support that you need, most implementations will take between 3 and 6 months to achieve certification. Of course, if you need things faster, we can usually facilitate this, but let's talk it through.



## Benefits of a Spedan Implementation

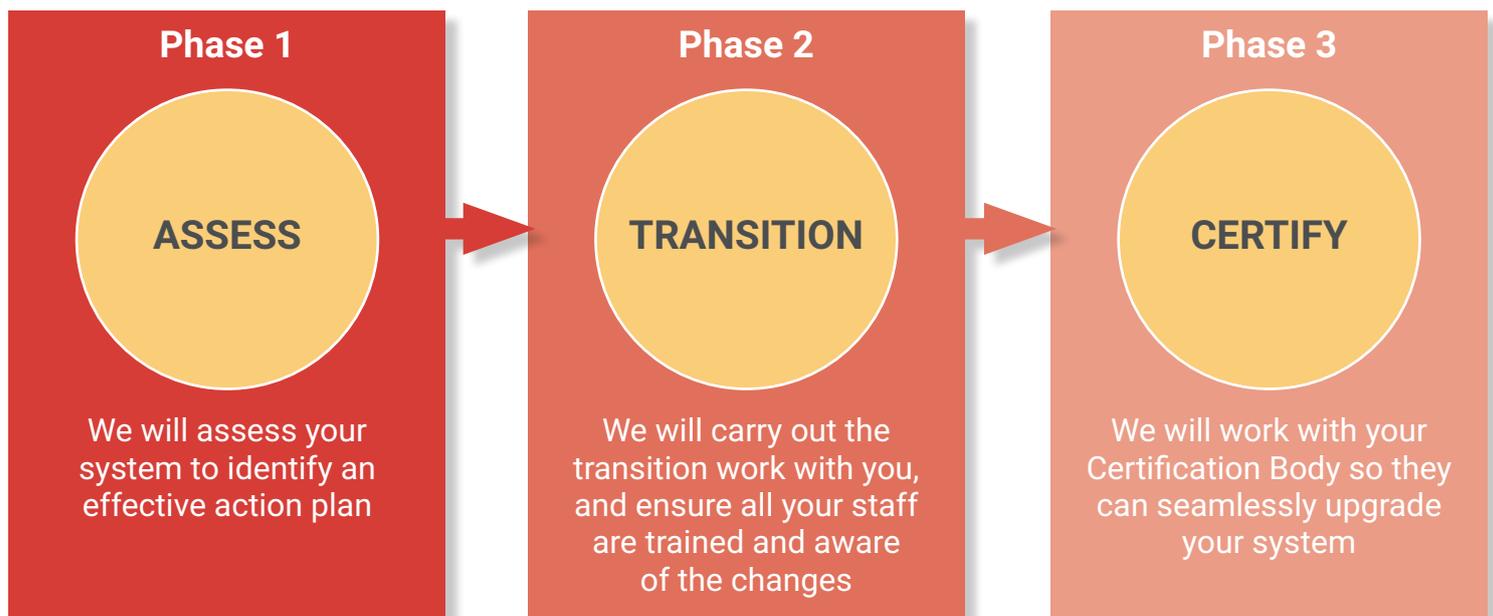
- Wide range of experience in setting up new systems
- 100% pass rate in all new Management System Certifications
- Business focussed systems that bring tangible benefits
- Full training and support

# TRANSITION TO ISO 45001

Transition from the existing 18001 to the new ISO 45001:2015 standard need not be as daunting as you imagine. With many Clients already through the process for Quality and Environmental, we have gained extensive experience to help you transition smoothly and effectively ready to go for the transition to ISO 45001.

We will assess your existing management system and identify good practice that can be carried forward into the new system. We will work with your management team to develop the key areas of 'Context', Risks and Opportunities. We will then use that content to help shape an effective management system.

All our experience shows that organisations have benefitted considerably from the new ISO 9001 and 14001 systems as they highlight the key opportunities and issues that need addressing, with more clarity and focus than ever before. We expect even more from the new ISO 45001 standard.



## Benefits of a Spedan Transition

- 100% pass rate of transitions to the new standard
- We have transitioned Clients since the standard was introduced
- Full training and support
- Results show a business focussed OHS management system

# MAINTAIN YOUR SYSTEM

If you have a system in place, but need additional resource to ensure that it is effective and kept up to date, we can support you. Our bespoke maintenance plans are designed to ensure that you maintain the key activities of the system and ensure it adds value to your business.



We will work with you to identify routine actions such as internal audit and management review to ensure your management system is operating as you expect it to; efficiently and effectively! On top of that, we also carry out a full review of your operations against legislation to ensure that you are meeting your compliance requirements.

We will collate your requirements and build an effective action plan to put in place the appropriate decisions and actions you make in relation to your effective OHS Management System.

Depending on the level of support you want, we can action and monitor the projects that need to take place. We can support any external audits that are made on your business; whether from a Customer or a Certification Body.



## Benefits of having Spedan maintaining your system

- Bespoke maintenance programmes
- Effective internal audits and business focussed management reviews
- 100% success rate on Surveillance and Recertification Audits
- Full training and support

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## SUPPORTING YOUR STANDARDS

We work across a number of sectors including Agri-Food, Electronics and Electrical Engineering, Business Services, Manufacturing and Waste & Recycling.

**Quality | Environmental | Health and Safety | Information Security**

