

DC SAFETY



Chartered Health & Safety Consultancy Service

D.M. Curtis CMIOSH MIIRSM PIEMA
7 Church Street
Filey
North Yorkshire
YO14 9ED

01723 449889
07543605683

dale@dcsafety.co.uk

www.dcsafety.co.uk

Consultancy Facility

A personal one - stop no nonsense solution to all your safety, health & environmental needs

Competent Person Support Packages

Easily affordable packages with the maximum amount of choice that will safeguard your business

A Competent Person forms an essential part of running a successful business, gives reassurance that you provide a safe and healthy workplace environment and more importantly protects your business from the health and safety at work pitfalls you may face today. It is also legally required under the Management of Health & Safety at Work Regulations 1999.

Flexible solutions for a range of business types

Are you at the stage of reviewing the provision of your competent person service, including your health and safety (environment) policy and procedures to ensure legal compliance, or are you simply looking for a health and safety (environment) adviser who will advise on health, safety and environment at work matters, as and when required?

Ask me about flexible packages, and you'll find out what value for money and a great service is all about.

From £35.00 p/m how I can help your business?

- *Review your policy and procedures annually, or upon changes to legislation necessitating amendment, to ensure legal compliance.*
- *Provide audits of your documentation and procedures to ensure that you have appropriate safe systems of work/legal compliance*
- *Provide competent advice and support in HS&E matters during normal hours of work (M-F 8am-6pm, weekend working and overtime working can be discussed) - I can provide an out of hours service for emergencies*
- *Provide periodic site visits and premises safety inspections/audits and recommendations for improvement*
- *Provide you with regular updates on changes to HS&E legislation and best practice*
- *Attend your HS&E committees or management level HS&E meetings as appropriate, probably on a quarterly basis initially, potentially six monthly thereafter.*

My Competent Person Service packages mean you can keep your overheads down by not employing a full-time member of staff to deal solely with health, safety and environmental issues but still have that reassurance of being able to ask for all the professional help and advice you need. You will get a friendly, expert advisory service from a highly qualified Health, Safety & Environmental Professional (CMIOSH, MIIRSM PIEMA).

This will give YOU the control over the level of support that is right for your business and budget for a monthly fee.

What you get	Gold £125.00 p/m	Silver £65.00 p/m	Bronze £35.00 p/m
A Certificate of Engagement of my External Competent Advisory Service, this being valid for one year. The certificate is provided in a pdf format so that you can include the document into your job tenders and display it in your office reception area.	✓	✓	✓
* Provision of advisory guidance by emails relating to your health and safety questions and queries. This giving your Nominated Responsible Person step by step guidance on how to deal with and address issues within your working environment.	✓	✓	✓
* Office hours (telephone and email) help line for health and safety related issues which you may come across during your company's daily scope of works.	✓	✓	✓
Regular alerts on up to date and relevant guidance on legislative, industry and best practice changes.	✓	✓	X
An initial health and safety (environment) desktop policy review to establish a baseline with a report identifying how well you are complying with health and safety (environment) legislation	✓	✓	X
A range of Toolbox Talks for you to carry out training for your employees on specific subjects	✓	✓	X
Policy writing - The Health and Safety Policy sets out your general approach, objectives and arrangements you have put in place for managing Health and Safety. It is a unique document that says who does what, when and how.	✓	X	X
Prepare a bespoke Health and Safety (Environment) policy detailing staff, roles and responsibilities all updated on an ongoing and regular basis	✓	X	X
Prepare generic risk assessments to the right level	✓	X	X
Assist with pre-qualification tender questionnaires	✓	X	X
Ensure fire risk assessments and evacuation processes are up to date and regularly reviewed	✓	X	X
Flexible office visits per year to discuss issues arising and deal with any Health, Safety and Environmental issues proactively	1	0	0
Perform accident/incident investigations and compile reports on Workplace Health, Safety, Environment and Welfare inspections with full report	Time charged	Time charged	Time charged

The following fees apply if you require consultancy services in addition to your package.
Day Rate @ £190.00 Administration Hourly Rate @ £25.00 (minimum of 2 hours)

* Support is restricted to advice only. Enquiries leading to more than 15 minutes of work by **DC Safety** will be invoiced accordingly at an agreed rate.

Workplace Safety Inspections / Audits etc range from £140.00 to £195.00 backed up with a report with a copy left on site and a further copy sent to head office.

Training courses from £350.00 per day. *Fee assumes a 6 hour course day and includes delivery and course handout materials for up to 12 delegates. Specific courses e.g. IOSH will be negotiated at per delegate cost.*

The Competent Person service fee for subscribers is payable by monthly standing order - to obtain the Service an initial 3 month subscription is payable in advance for the Gold, Silver and Bronze packages - with the relevant monthly amounts thereafter by standing order.

Please note: Bespoke Competent Person Service is also available upon request which can be a mixture of the services available across the packages. If you do not find a solution that matches your requirements above, please contact us for more information on our bespoke service.

Bespoke standard Health and Safety Policy with a number of generic risk assessments including a method statement template would cost from £250.

COMMERCIAL

- 1) All rates quoted above are inclusive of VAT
- 2) Travel and accommodation, where appropriate, will be charged at cost
- 3) Mileage will be charged at 45p per mile
- 4) Hourly rate from £25.00
- 5) Day rate from £190.00 (negotiable over extended contracted time)
- 6) For training days, an appropriate training room and appropriate facilities to be provided by the client. An additional cost will be incurred where appropriate training facilities are to be sourced.
- 7) This proposal is valid for 60 days
- 8) Standard Terms and Conditions apply and are attached