



# H&S Software



## Product

We digitise all your health and safety processes for complete, easy, and efficient compliance. It incorporates company-integrated management system documentation, time and attendance, employee inductions, toolbox talks and training, Safe Systems of Work (SSoW), Risk Assessment Method Statements (RAMS) and briefing evidence, Point of Work Risk Assessment (PoWRA), site inspections/audits and plant and tools checks.



### **POWERFUL, ROBUST AND FLEXIBLE APPLICATIONS**

The software provides a single solution encompassing operational and health and safety compliance.



### **EASY SET UP AND DEPLOY**

Cloud based Health and Safety Software that works on Desktop and Mobile using a modern browser.



### **POWERFUL, ROBUST AND FLEXIBLE APPLICATIONS**

Streamline processes aid competence tracking, risk assessment method statements and site/plant/tool inspections - and more!

## Features

	Company policies database	P4
	Time and attendance tracking	P5
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## Company policies database

Policies in the company's integrated management system.

### IMS - Registry of Policies (Integrated Management System)

#### Table of contents

Title	Reviewed	Approved by
Associated Policies - Bullying and Harrassment	-	
Associated Policies - Business continuity plan and disaster recovery	06/10/2023	Bernard Stark
Associated Policies - Control of documents	04/09/2023	Max Axe
Associated Policies - Corporate Social Responsibility Policy	-	
Associated Policies - Protection Policy Statement	-	
Associated Policies - Disciplinary, Dismissal and Grievance procedures	-	
Associated Policies - and Alcohol Policy	-	
Associated Policies - Equality and Diversity Statement	-	
Associated Policies - Explanation of restriction of IT	-	
Associated Policies - Competition Policy Statement	-	
Associated Policies - Data Protection Policy Statement	-	

Policy documents are generated and stored in one place, with automated reminders to review them

Select from multiple policy templates covering health and safety, quality, environmental, and HR policies



Portal v2.16  
Worksmatic

3:37 PM











Policy DB	Toolbox Talks	Form setup	SSW Templates	Risk DB	PPE Symbols	COSHH Symbols	COSHH Hazard statements	COSHH Precautionary statements	COSHH DB
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Registry of Policies (all policies)

Inactive

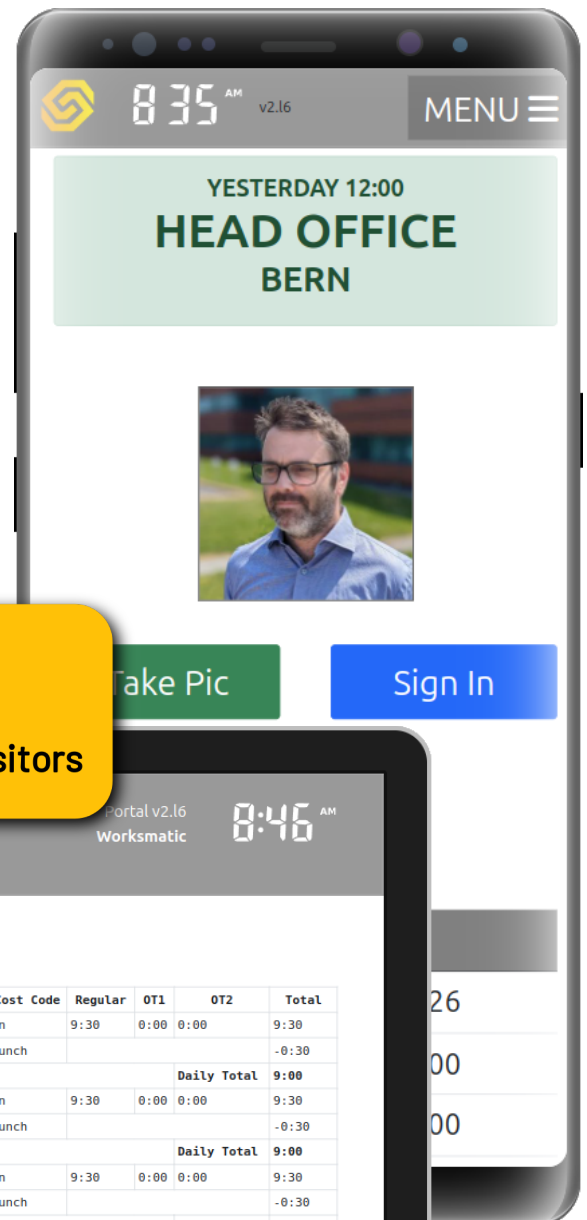
New policy from template

New policy

Title	Expires	Updated	Action	Approved
Bullying and Harrassment	+1 Year	02/02/2024	Edit  	
Business continuity plan and dis	+1 Year	05/02/2024	Edit  	
Control of documents	+1 Year	16/02/2023	Edit  	Max Axe
Corporate Social Responsibility F	+1 Year	16/02/2023	Edit  	
Data Protection Policy Statemen	+1 Year	13/12/2023	Edit  	A Person

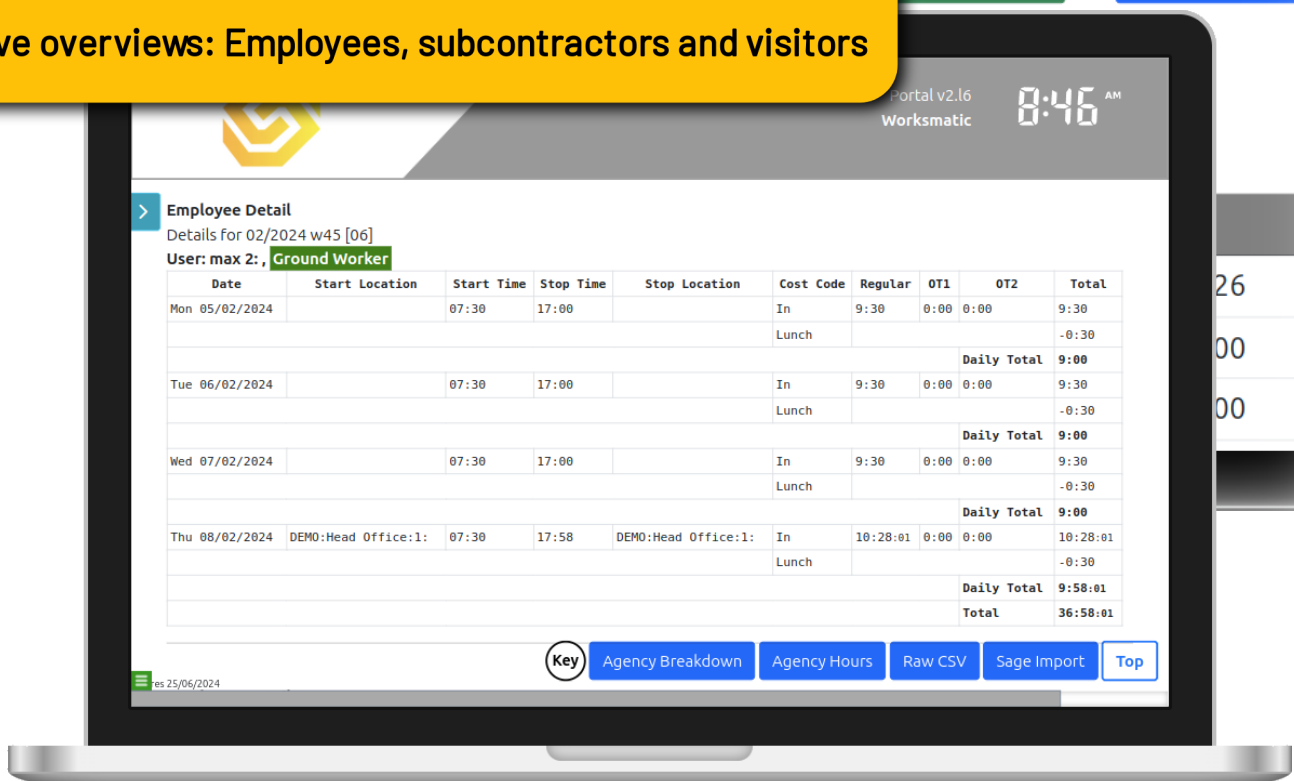
## Time and attendance tracking

- ▶ Accurate time tracking
- ▶ Geofencing capabilities
- ▶ Simplified payroll process with exports
- ▶ Holiday and leave management and multi level authorisation



Geodata, timestamps and photos

Live overviews: Employees, subcontractors and visitors



Date	Start Location	Start Time	Stop Time	Stop Location	Cost Code	Regular	OT1	OT2	Total
Mon 05/02/2024		07:30	17:00		In	9:30	0:00	0:00	9:30
					Lunch				-0:30
									Daily Total 9:00
Tue 06/02/2024		07:30	17:00		In	9:30	0:00	0:00	9:30
					Lunch				-0:30
									Daily Total 9:00
Wed 07/02/2024		07:30	17:00		In	9:30	0:00	0:00	9:30
					Lunch				-0:30
									Daily Total 9:00
Thu 08/02/2024	DEMO:Head Office:1:	07:30	17:58	DEMO:Head Office:1:	In	10:28:01	0:00	0:00	10:28:01
					Lunch				-0:30
									Daily Total 9:58:01
									Total 36:58:01

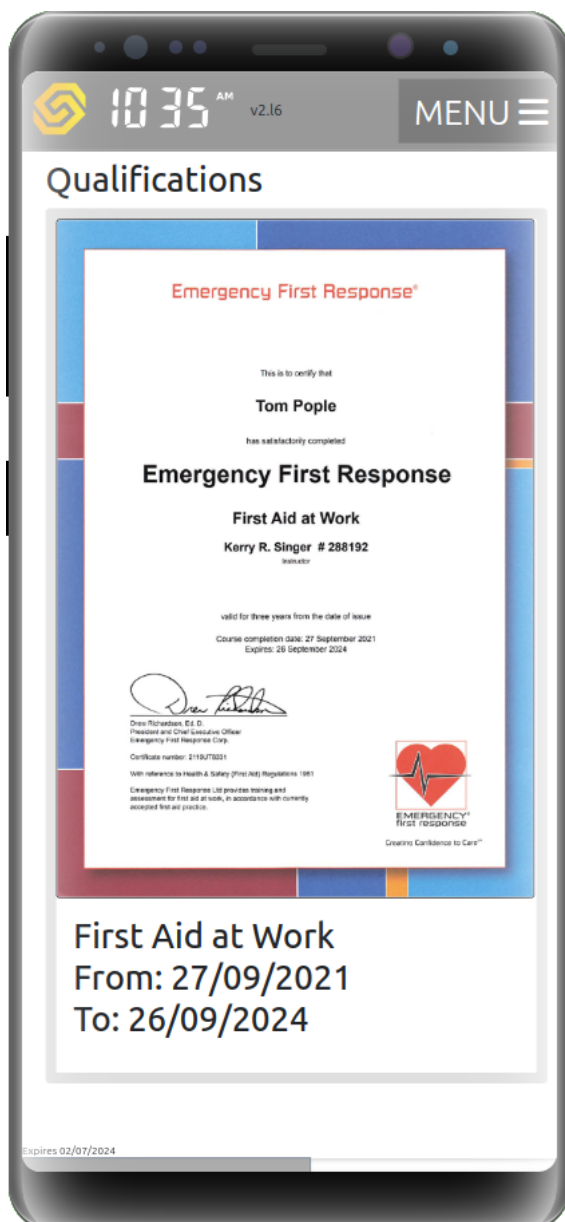
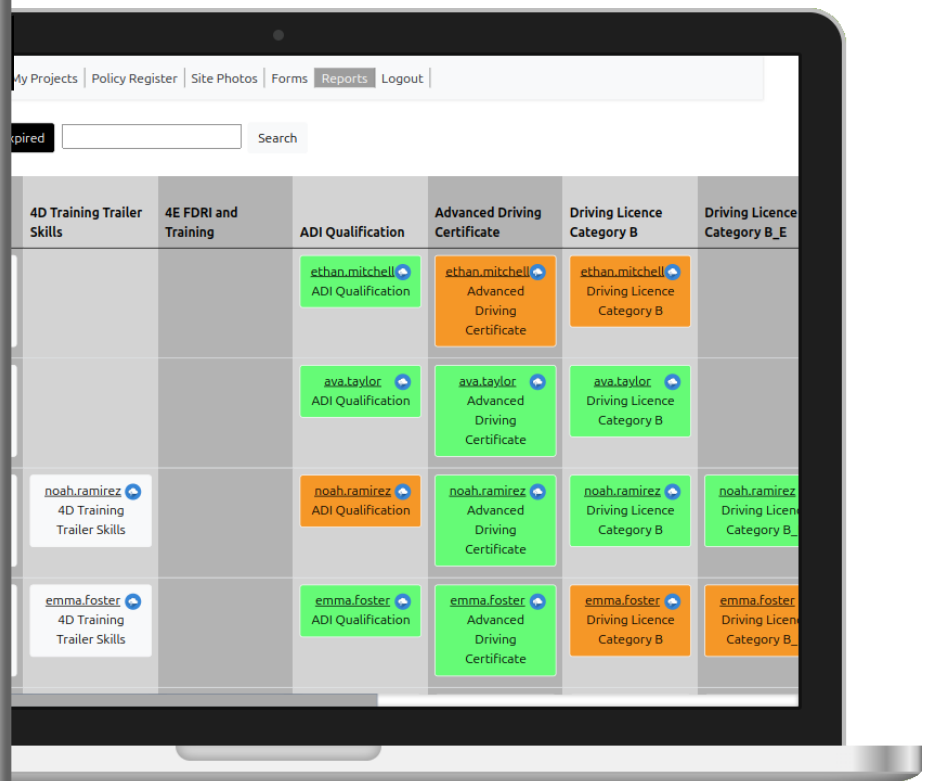
## Human resources and training

- ▶ Qualification tracking
- ▶ Toolbox talks and training

Access company policies

Training matrix - database of competency evidence

A suite of electronic toolbox talks and the ability to generate further company-specific updates and training

4D Training Trailer Skills	4E FDRI and Training	ADI Qualification	Advanced Driving Certificate	Driving Licence Category B	Driving Licence Category B_E
		ethan.mitchell ADI Qualification	ethan.mitchell Advanced Driving Certificate	ethan.mitchell Driving Licence Category B	
		ava.taylor ADI Qualification	ava.taylor Advanced Driving Certificate	ava.taylor Driving Licence Category B	
noah.ramirez 4D Training Trailer Skills		noah.ramirez ADI Qualification	noah.ramirez Advanced Driving Certificate	noah.ramirez Driving Licence Category B	noah.ramirez Driving Licence Category B_E
emma.foster 4D Training Trailer Skills		emma.foster ADI Qualification	emma.foster Advanced Driving Certificate	emma.foster Driving Licence Category B	emma.foster Driving Licence Category B_E

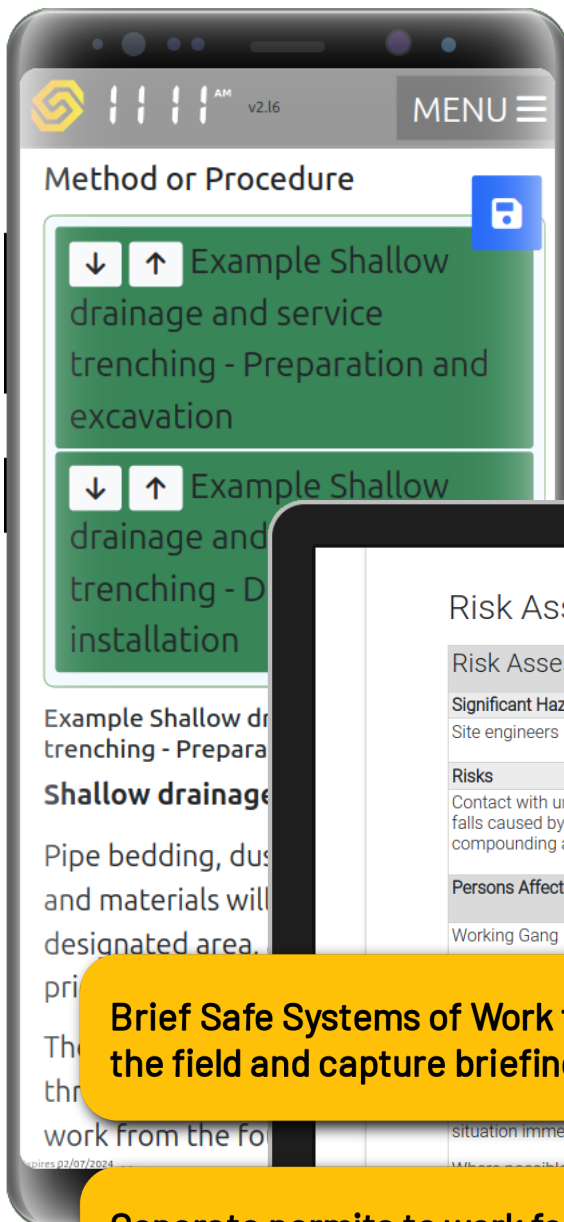
## SSoW & RAMS

▶ Safe System of Works (SSoW) / Risk Assessment Method Statements (RAMS) and Briefing Evidence

**Build standard operating procedure and risk assessment database - include images and videos for better comprehension**

**Generate Safe Systems of Work from pre-defined standard operating procedures**

**Pick from pre-defined risk assessments and COSHH database**



**Brief Safe Systems of Work to the team in the field and capture briefing attendance**

**Generate permits to work for high-risk activities; e.g. breaking ground, confined space entry, hot works**

### Risk Assessments

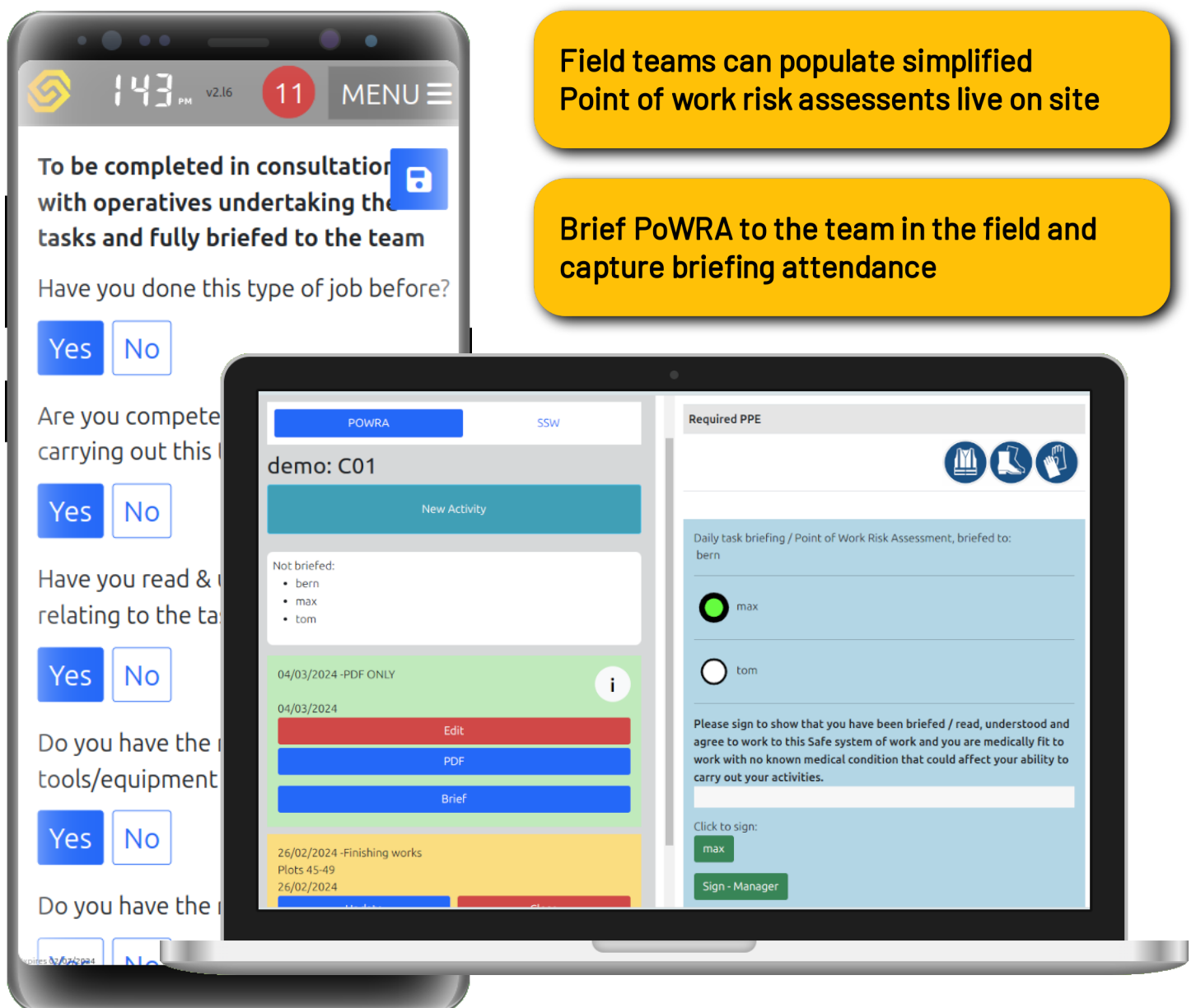
Risk Assessment - Ancillary services	
<b>Significant Hazards</b>	
Site engineers	
<b>Risks</b>	
Contact with underground services, causing injury Contact with mobile plant causing injury Slips, trip, falls caused by uneven ground and access around site and excavations Working alone and compounding an issue, should an accident happen, by not being able to raise the alarm	
<b>Persons Affected</b>	<b>Risk Rating (no controls)</b>
Working Gang	Likelihood: 4 Severity: 4 <b>Risk Rating: 16</b>
	<b>Residual Risk Rating</b>
other Worksmatic Ltd operative need to be alone they must contracts manager on a regular times and report any emergency situation immediately.	Likelihood: 1 Severity: 4 <b>Risk Rating: 4</b>
Where possible the site engineers are to follow the designated pedestrian routes to	

## Point of Work Risk Assessment / Daily brief

▶ Efficiently documenting communication evidence with remote teams

Field teams can populate simplified Point of work risk assessments live on site

Brief PoWRA to the team in the field and capture briefing attendance



The image shows a smartphone and a tablet displaying the PoWRA application interface. The smartphone screen shows a form with the following text:

To be completed in consultation with operatives undertaking the tasks and fully briefed to the team

Have you done this type of job before?

Yes No

Are you competent carrying out this task?

Yes No

Have you read & understood the instructions relating to the task?

Yes No

Do you have the correct tools/equipment?

Yes No

Do you have the correct PPE?

No

The tablet screen shows the PoWRA interface with the following sections:

POWRA SSW

demo: C01

New Activity

Not briefed:

- bern
- max
- tom

04/03/2024 - PDF ONLY

04/03/2024

Edit PDF Brief

26/02/2024 - Finishing works Plots 45-49

26/02/2024

Required PPE

Daily task briefing / Point of Work Risk Assessment, briefed to: bern

max tom

Please sign to show that you have been briefed / read, understood and agree to work to this Safe system of work and you are medically fit to work with no known medical condition that could affect your ability to carry out your activities.

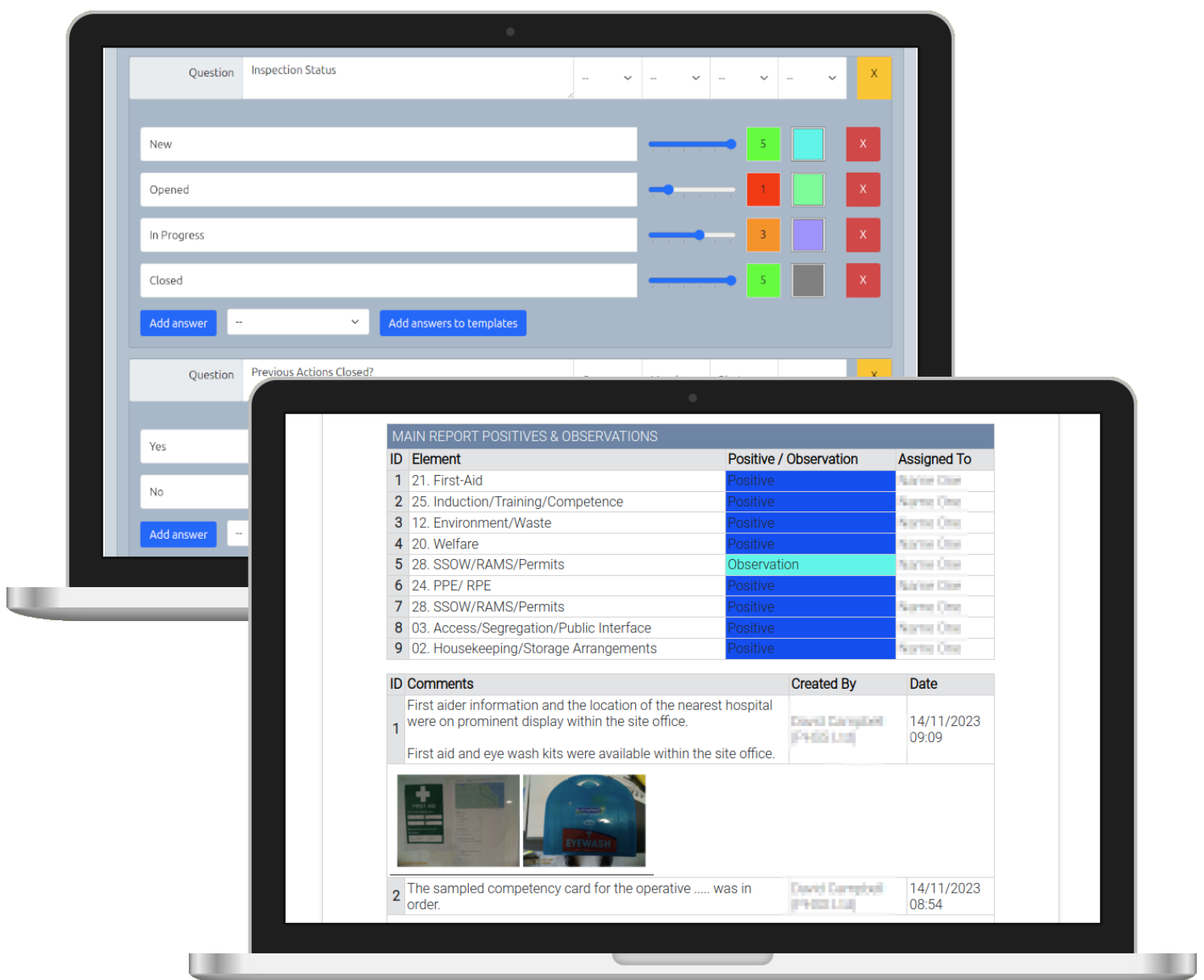
Click to sign:

max Sign - Manager



## Site inspections and audits

- ▶ Create and complete site inspections and record them on your phone/tablet, adding images, emails, and PDFs to show compliance
- ▶ Complete more thorough and formal site audits in the same way

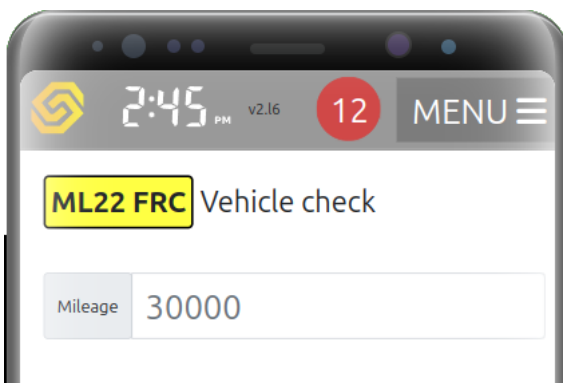


## Asset management

- ▶ Tools, equipment, plant, materials
- ▶ Control of legal documents/certificates
- ▶ PPE allocation

**Single point management of assets, plant and tools. Ability to allocate assets between sites or individuals and to upload and store certificates**

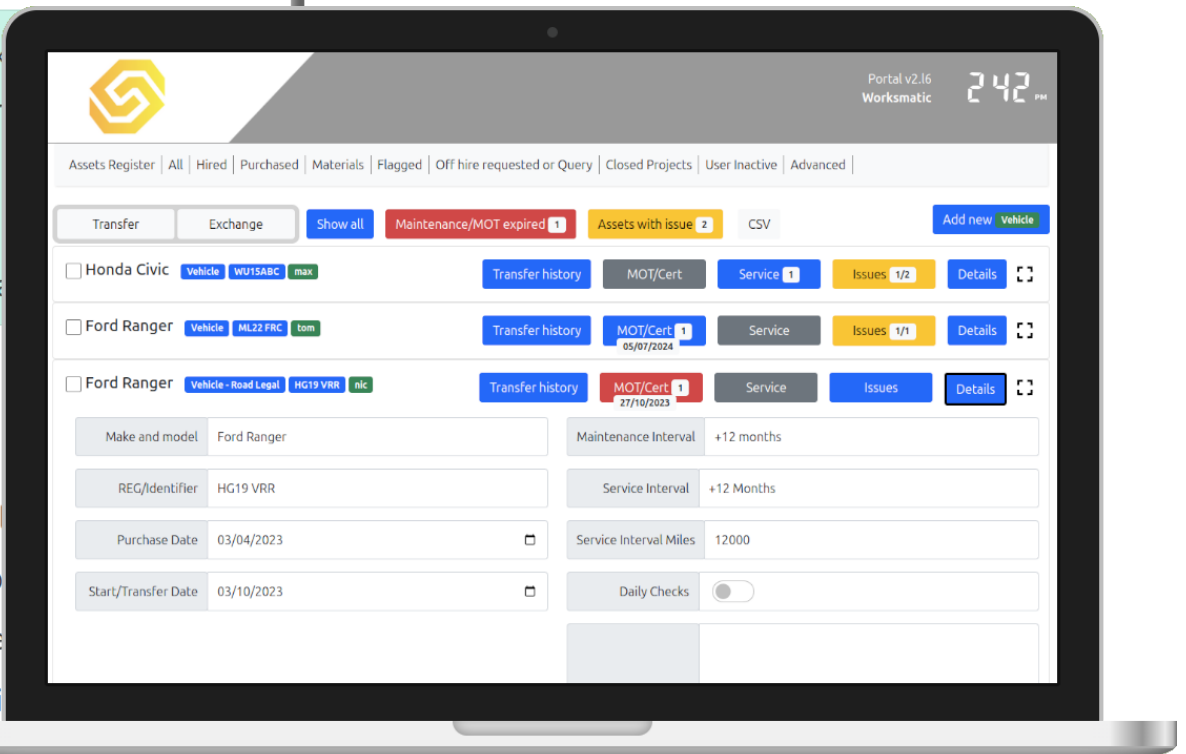
**Digital pre-use checks created to simplify compliance**



Touch the check to cycle through

- ☐ Not checked
- ☒ Good
- ☐ Bad
- ☐ Not applicable

- ☐ Tyre Tread
- ☐ Wheel rims
- ☐ Spare wheel
- ☐ Tool kit/Tools
- ☐ Wiper Blade
- ☐ Front/rear light
- ☐ Oil level



## Accident reporting

- ▶ Report accidents and incidents from any device and location
- ▶ Real-time notifications and visibility of all accidents and incidents
- ▶ Complete robust follow-up investigations and monitor trends and statistics
- ▶ Export accident overview to PDF or share live links to reports

