

Safety Management Consultancy and Training Services



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LINK ASSOCIATES INTERNATIONAL

LINK Associates International is a consultancy which specialises in Crisis, Emergency and Safety Management. Formed in 1986 it has focused on providing clients with experienced consultants to advise and train personnel, and develop tailored solutions.

Our clientele covers a wide range of industry sectors including steel, minerals, leisure, construction, pharmaceutical, water, transport, banking and the food sector, oil, gas and chemical.

The Company's headquarters are in Derby, co-located with specialist training facilities for the development (and assessment) of management teams. This purpose built facility provides a controlled environment in which team and individual skills in leadership, communication and decision making can be developed.

This brochure concentrates on the our services available in the fields of safety and risk management. LINK's expertise extends beyond the boundaries of the traditional safety areas into the wider business vulnerabilities associated with crisis, emergency management and business continuity.

Information on these subjects can be viewed at our web site

www.linkassociates.com

RISK AND SAFETY SERVICES

Protection of a business, its people, its customers and its future requires effective understanding and control of risk, through the pro-active involvement of management. Assessment is not simply based on a traditional balance sheet. It must include the organisation's capability to meet in a cost-efficient manner the expectations and demands of regulators, insurers, shareholders, employees, customers, media, neighbours and stakeholders.

LINK Associates International provides practical support to directors and operational sites for the development and maintenance of risk and safety management systems.

SERVICES INCLUDE:

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Delivery of these programmes is carried out by professional consultants with proven practical experience, and a wide network of contacts. We invite you to look through this introduction to LINK's services. If you would like more details, information or advice please **contact +44(0)1332 222299**



**World Specialists in Risk, Crisis,
Emergency and Safety Management**

CONSULTANTS

Consultants are selected on the basis of experience and qualifications; LINK's approach is to blend a range of skills and backgrounds into a unique mix which will complement any organisation seeking solutions to risk management and organisational safety. Working either as teams or individuals, backed by in-house research, they are able communicators who can operate effectively at corporate, business unit and site levels.

This network, supported by associates, provides collective experience which is available to clients to advise on best practice and cost effective solutions.

Background	Experience	Products
Refining Offshore Transport Chemicals Oil and Gas Food Industry Power Generation Health and Safety Executive	COSHH Auditing Research Ergonomics Construction Hazard Studies System Analysis Risk Assessment Corporate Services Accident Investigation Stakeholder Communication	Auditing Research Machinery Behavioural Safety Risk Assessments Ergonomic Reviews Accident Investigation

With senior management and operational backgrounds ranging from the Oil and Gas industry through Food Manufacturing, Power Generation, Mining, Transport and the Health and Safety Executive we have...



**proven
practical
experience
available
to you**





EXAMPLES



RISK ASSESSMENTS

Recent projects have included the preparation of machinery risk assessments for food manufacturing companies and the integration of ergonomic techniques and principles into risk assessment procedures.



HAZARD IDENTIFICATION

An independent check of the operational hazards faced by an organisation including the development of interactive workshops and the preparation of tailored checklists. LINK provides a range of services from reviews through to training in HAZOP techniques.



HEALTH AND SAFETY ADVISOR

The 1999 Management of Health and Safety at Work Regulations require the appointment of competent persons to advise on health and safety matters. LINK will undertake this role for clients where they need specific skills and advice that may not be available in-house. Where you are developing the necessary skills from internal resources you may wish to have access to corporate support during the interim period.



CLIENT SUPPORT

Assistance was provided to develop and implement an improved safety system. From help with site reviews to completion of risk assessments and awareness training of managers, LINK's consultants were available through a call-off contract to oversee and facilitate the necessary improvements. As the system became established, LINK participated in the interviews for a full time company safety advisor and prepared the briefings and handover arrangements.

SOLUTION - INDEPENDENT REVIEWS

However good an organisation is at planning and controlling their operational and business risks, there will be benefits to be gained from conducting independent reviews. An experienced, well-qualified consultant can act as a sounding board or facilitator. LINK's services include a full range of support from providing one to two day consultancy advice on specific issues through to full corporate auditing.

Reviews

Short and easily targeted reviews of an operation or management system. Reviews can be scheduled from 1 day upwards with a single consultant or team. We offer best practice advice is offered, and detailed research can be conducted.

This service has been used by line management, directors and safety managers to provide an expert advisory service.

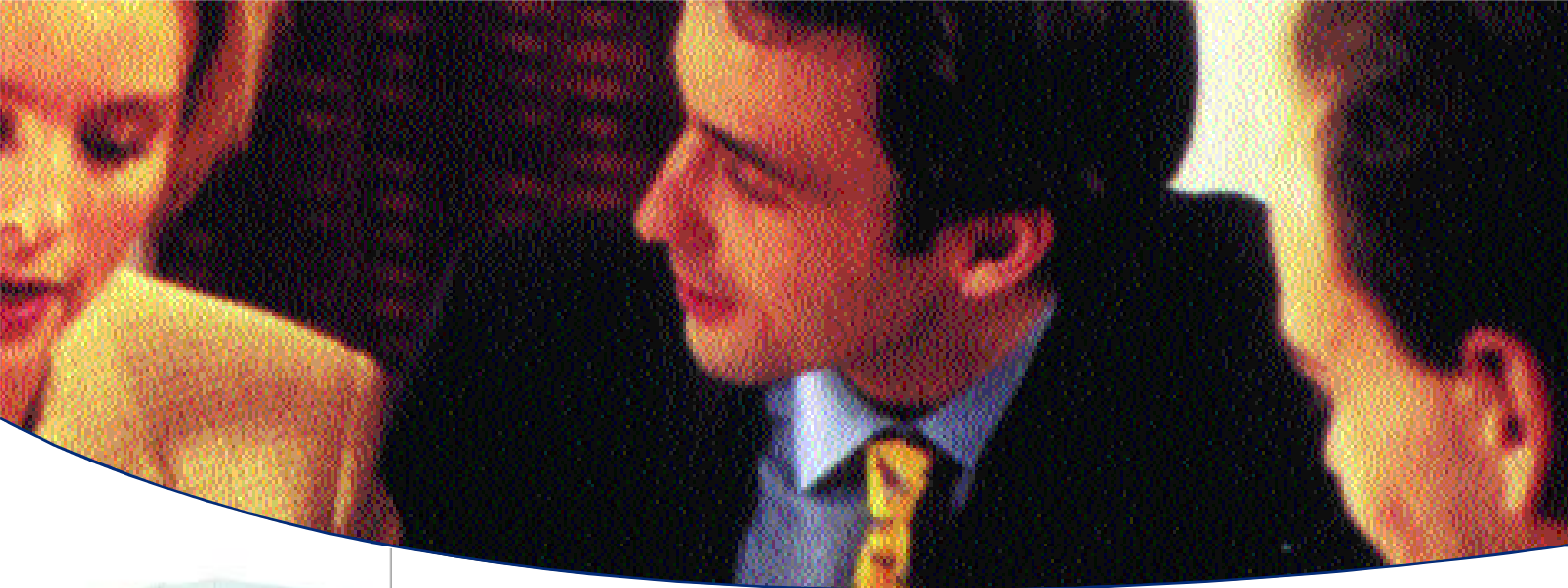
Inspections

A more detailed and structured approach which will include checking against an agreed set of standards. The consultant(s) will prepare and provide a report for you which normally includes checklists, observations and advise on compliance with recognised standards.

Audit

A structured process often conducted by a small team which collects independent information on the efficiency, effectiveness and reliability of the management system, and provides plans for corrective actions.

LINK will provide you with a lead auditor or a specialists to support your audit team. We will challenge current policies and practices and provide detailed observations and measurement.



SOLUTION - DIRECTOR BRIEFINGS

Increasingly directors and senior management are being challenged to demonstrate their commitment and their organisation's capability to control and mitigate risk. LINK provide a range of support from seminars and workshops to stakeholder analysis and issues management. Our services are specifically designed to assist corporate and business teams.

It is critical to the success of any corporate programme that it is designed to deliver a focused and well-communicated message, providing a clear definition of the problem(s) and issue(s) the organisation is facing and an explanation of the consequences and the strategic options/opportunities that are available.

The processes and techniques associated with safety and risk management are not stand alone components. They are systems that will provide cost effective solutions and governance when used effectively and integrated into a business culture.

Interactive sessions for small groups or individuals can be designed to explore the vulnerabilities and exposures that can arise from a failure to establish effective systems within their organisation.

Our work fits neatly into the area of governance with programmes intergrating risk and issues management with briefings and workshops.



SOLUTION - CONTROL OF PROJECT RISK

Project (noun) A task requiring considerable or concerted effort

The techniques and processes apply to a wide range of projects, extending beyond an encompassing infrastructure or asset development to projects that include any structured application of resources.

Typical examples could include:

- Business restructuring
- IT projects
- Change management
- Acquisitions and mergers
- IPO launch
- Construction activities
- Brand development
- Business Continuity

These include examples of typical corporate driven projects with clearly defined boundaries set by limitations in time, resources, finance and personnel.

LINK can help establish proactive processes for risk identification, communication and control. These techniques are interactive and allow project risk to be monitored during the life cycle of the project. They allow integration and profiling of risk between the project and the host organisation.

Associated with these techniques are the services which LINK provide in the fields of business continuity and team leadership.



SOLUTION - HEALTH AND SAFETY SUPPORT

Providing you with access to the advice and experience of independent consultants is an essential component of the LINK service.

Few organisations have the luxury of maintaining internal services and manpower resources capable of addressing all aspects of safety and risk. For many clients the knowledge that they can turn to a trusted source of information, request research into a particular problem, or be given advice on how to deal with a particular problem, is a valuable service. Legislative reviews including updates targeted to your operations, are available upon request.

Typical examples could include:

- Accident investigation -
- Specialist advice on ergonomics -
- Independent reviews of risk assessments -
- Research into the availability or application of HSE guidance -
- Manpower support during projects -
- Consultancy on CDM -
- CE marking of equipment -
- Development of procedures for the control of contractors -
- Review and advice on permit to work systems -
- Hazard Identification studies -
- Risk Management -

SPECIALIST SERVICES

A range of special services can be provided by LINK consultants. Examples of work undertaken include:



Accident Investigation

From training to investigation. Assisting companies to identify the root causes of accidents and near miss events. Your consultant will assist and advise on remedial actions to prevent recurrence or, if required, will prepare for a judicial process.



COSHH

Advice and training on the application of COSHH. Communication to employees, risk assessments and advice on best practice solutions.



CDM

Specialist support to companies requiring assistance with CDM. Recent projects have included the removal of internal structures and machinery including production lines.



Risk Assessment

Providing support for the preparation and conduct of assessments. LINK consultants help to ensure your systems remain up to date and your personnel own and use the results. All aspects of the assessment process are covered including up to date legislative requirements.



Stress

Establishing management systems for monitoring and controlling stress, including awareness seminars for management and the provision of practical checklists.

TRAINING PROGRAMMES

LINK undertakes a wide range of training to support its consultancy services. Examples of the training available are below.

Directors Safety Briefing	An executive programme which is tailored to each company. It explores the vulnerabilities of the organisation and examines the possible strategies. Built into the briefings are examples of best practice and current/future legislative demands.	Customised to meet client needs. Can vary from 1 hour briefings to a series of 1 day programmes
Accident Investigation	Available at introductory and advanced levels. Designed to cater for personnel who need to appreciate the benefits of accident investigation all the way through to in-depth training suitable for personnel tasked with leading a team.	Introduction – 1 day Advanced – 2 day
Dealing with Work Related Deaths	Provides management with an understanding of the powers and the actions of the various authorities following a fatal accident.	1 day
Permit to Work	Site based training designed to support the introduction of, or modifications to, PTW systems. It is adaptable to cover site specific instructions.	1 day
HAZOP	Introduction to HAZOP, including techniques for personnel participating as team members. Designed to be run in-house for companies using HAZOP procedures and systems.	3 day
Hazard Control	An interactive one day session at site, in which personnel review hazard identification techniques and then apply them in the workplace. Attendees are provided with detailed checklists to customise to their operational environment.	1 day
Explosive Atmospheres	Introduction to the DSEAR regulations and the practical requirements for establishing a risk assessment process for compliance.	1 day
Safety Auditing	Introduction to safety auditing for team members and team leaders. The techniques and systems available are reviewed and the preparation and conduct of an audit is covered in detail.	2 day
IOSH Managing Safely	IOSH accredited course for line managers and supervisors.	4 day
IOSH Working Safely	IOSH accredited course for all employees.	2 day
ECITB Safety Passport	Contractor and supervisor safety passport for sites operating the Client/Contractor National Safety	2 + 1 day



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