

Compliance & Safety Management

Arco Professional Safety Services specialises in working at height and in confined spaces. Established in 1992, we have built our business on a reputation for expert technical advice and an ability to provide our customers with solutions whatever their problems.

We strive to remain at the forefront of our business by listening emphatically to our customers and what theyrequire of us and developing our people and our Centre to meet these needs and ensure we deliver an all round quality service.

Our Compliance & safety Management Division has grown out of a need for several major clients and brings together the expertise from our Equipment and Training Divisions to provide a turnkey solution for managing employees working a height - ensuring they are competent and the equipment they are using is always in compliance with legislative requirements.

Managing your employees training, medicals, equipment & lifting accessories/inspections, portable appliance testing can be time consuming and costly to you and often gets overlooked during busy times.

Here at Arco Professional Safety Services we offer to take care of all this for you including all the relevant certification giving you peace of mind that your employees/equipment are fully compliant with legislation.

Arco Professional Safety Services managed care programme is designed to allow the employer to focus on their core business rather than burden over stretched resources with these requirements. it has the additional benefits in that our technical expertise and test facilities will ensure that the original performance specifications are maintained and the PPE retains its physical integrity to ensure wearer's safety.

"Arco Professional Safety Services have streamlined the administration of equipment test regime taking a huge anxiety away from time pressured staff.

Their ability to adapt their services to our precise needs ia a rare quality in an industry where firms often try to apply a one size fits."

Paul - Royal Court Theatre



Our Services

Managing your employees training, medicals, equipment & lifting accessories inspections, Portable Appliance testing can be timeconsuming and costly and often gets overlooked during busy times. Here at Arco Professional Safety Services we offer to take care of all this for you including all the relevant certification giving you peace of mind that your employees/equipment are working safely and are fully compliant with legislation.

Services available to meet your requirements

- Cost saving on in-house staff resource
- Fixed prices for term of contract
- Assured compliance
- Technical advisory resource
- Notification on product recalls, expiry of all training certificates, medicals and inspections of all your assets
- Delivery/Collection
- Routine inspections on site or at agreed locations
- Repair/Servicing of PPE where possible
- Allocate the PPE to wearer and location, as required













Do you currently use an Insurance Company to carry out an annual audit/inventory on your assets?

- Are they just making an inventory or are they conducting a thorough inspection as required below?
- Have you checked they are qualified to inspect the equipment?
- Do they provide certification that the equipment is fit for purpose?
- Have they check that it has not expired the manufactuer's recommended in use life?

Arco Professional Safety Services has dedicated teams of inspectors who are fully qualified to carry out formal examinations at our premises, your premises or at serviced offices throughout the UK.

If you own work equipment that is used to protect your employees from a fall from height, you have legal duty to ensure that it is inspected at suitable intervals (Regulation 12 (3) of the Work at Height regulations 2005).

The inspection must be undertaken by a competent person, who has the relevant knowledge and experience in the subject. This person should be financially independent to enable an inspection to take place based solely on the safety of an item unaffected by cost.

The inspections would be planned by ourselves with dates sent to you for prior approval.

The frequency of the examinations is down to your requirements as our customer. However for Lifting Accessories formal recorded examinations are required every 6 months to comply with LOLER 1998 Regulations. PEWER states that the recommended periodic examinations shall be at least every 12 months.

We ensure that every item has a unique code so that it can be asset tracked.

We can help with the items required within a kit to meet your requirements and ensure that this kit then becomes your sanctioned kit.

All our inspectors undertake rigorous training and regular audits. As an independant equipment suppliers and trainer our inspectors have access to a wide range of branded equipment and they learn how it operates in our Training Centre. As suppliers, Arco Professional Safety Services is kept directly informed of manufacturer recalls, etc of which Inspectors are also kept aware. In addition they receive manufacturer's training, in-house training and bespoke LEEA training to inspect lifting accessories. All Inspectors carry cards to prove competence to our clients.

As extra reassurance, our Inspectors have full technical support from both our Instructors and Technical Team to ensure we provide our clients with the very best of service.

Training

We work with you to develop your Working at Height Policy and ensure that it complies with all legislative requirements.

We offer in-house courses & can design courses around your requirements to ensure your employees are trained to work safely and in compliance with your Policy.

We are also a City & Guilds and IRATA approved Training Centre.

Our training courses can be held at our site in Eccleshall or at your premises. When taking this service we will inform you of training expiry months in advance so that the training can be

scheduled with your work load to minimise disruption. This service gives you preferential dates and discounted rates for you training. On completion of the training (and payment received), a plastic credit card size Competency Card will be issued as evidence that they have successfully passed the course and their expiry date for that course. These cards also have the picture of the person so act as an identity card.

All training certificates and course outlines are available to view via our secure log in on to our website.







For more information regarding training please click our training section of the website

Medicals

The assessment of fitness includes the Chester Step Test, which assesses aerobic capacity. An inadequate result (i.e. 'Poor') will indicate that they are currently unable to perform any climbing, or working at height activities. They should be retested at three months, if on review they do not meet the required standard they will need to be referred back to their manager and possible refferal to a physician.

Vision - Distance vision needs to be at least 6/12 in both eyes - aided or unaided. If this is less, then the individual is referred to an optician. Peripheral vision is also assessed If anyone is

visually impaired (such as sight in only one eye) or has peripheral vision problems, as long as they had adjusted to dealing with this then they would not fail.

Pulse - This is assessed as an irregular, or rapid pulse may indicate an underlying condition. If a problem is suspected, then a referral is made to a physician.

Blood pressure - Individuals with raised blood pressures are referred to their physician for further assessment.

Height/Weight - BMI (body mass index) are checked. Obesity can indicate poor levels of fitness and in conjunction with their Chester Step Test results, could constitute a fail.

Skin is checked - No real reason to fail someone, unless the skin disorder was so bad on there hands they were not able to grip. This could constitute a fail for climbers.

Spirometry is performed - Anyone with moderate/severe debilitating airway disease could be excluded.

Musculoskeletal - Assessment examines if an individual has good mobility, power and strength. Where there are significant impairments to these, this could constitute a fail

Urinalysis - Is done to ensure there are no signs of undiagnosed diabetes. The presence of diabetes does not constitute a fail in itself, but individuals require close monitoring.

The purpose of the occupational health professional is to advise on fitness to work. The final decision to employ or remove an individual from working at heights / access to height lies with the employers through consultation from Arco Professional Safety Services.

Through the assessment process, it is often necessary to refer any identified problems to other health professionals – physicians, opticians etc – who can advise on specific conditions in relation to fitness for working at heights / climbing.

Customer Assest Tracking

Our new CAT system gives you full visibility of competency, inspection and compliance status via the internet. Total Access has used its 25 years of experience to develop this CAT system specifically for the working at height industry and confined space industries.

For our Managed Service customers we have taken the CAT system even further, so that those on a Managed Service have a significantly enhanced version of our standard CAT system.

Our CAT for Managed Services system allows you to:

- Print or view staff training, medical & PPE certificates
- Print or view installation or recertification of system certificates
- Access a range of compliance reports
- View at a glance your upcoming training & other recertification needs
- Easily view competencies and history of both your staff and systems

CAT for Managed Service includes all of the features of our previous "Client Login" and much more

Why do you need CAT?

CAT allows you to ensure that the competency of people working at height & in confined spaces is kept valid

CAT means that you can ensure your fall protection systems are inspected in line with legislation e.g. Rooftop/Ladder Systems - Full PPE inspection & LOLER examination

CAT allows you to ensure working at height/confined spaces medicals are kept valid (these are provided nationwide)

During audits you can use CAT to prove competency and view certificates where required.

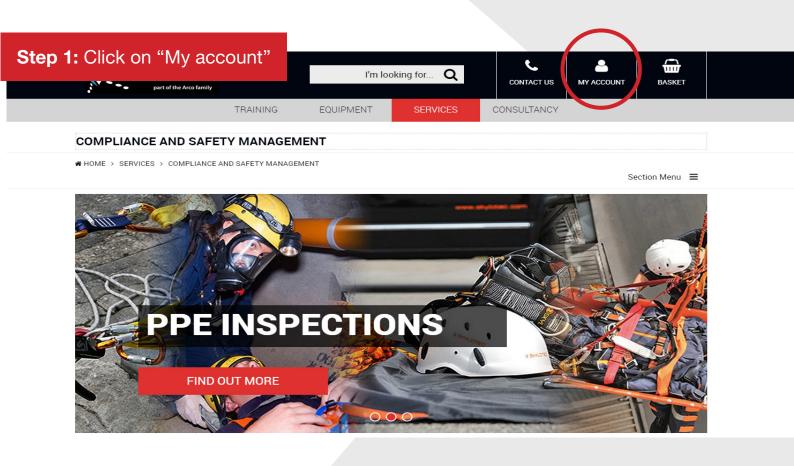
To monitor the inspection of your PPE (e.g. harness, lanyards) in line with current regulations



Secure Login

You can view all your records via secure login via our website

All certificates are available to print in PDF format to assist with your on site files

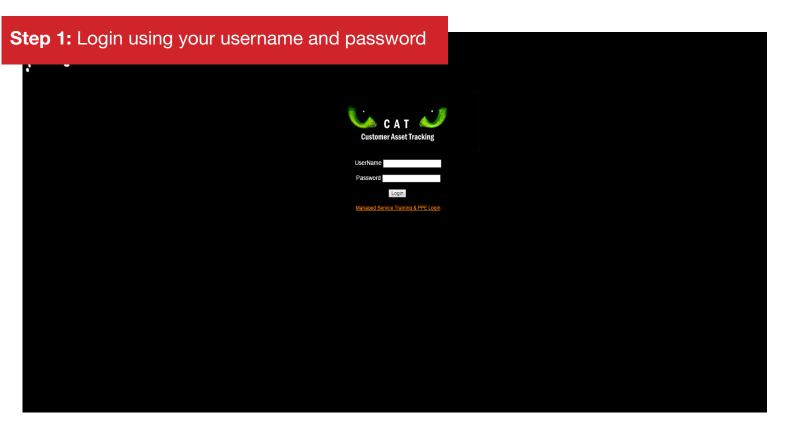


Step 2: Choose wether you want the CAT login or the legacy login

Existing Customers	New Customer
Email Address:	I'm not a robot reCAPTCHA Privacy-Terms
Password:	Email address:
Remember Me Forgotten your password?	CONTINUE
LOGIN	
CAT LOGIN	LEGACY MANAGED SERVICES LOGIN

Records are accessed with the provided Username & Password

Customer Assest Tracking Login

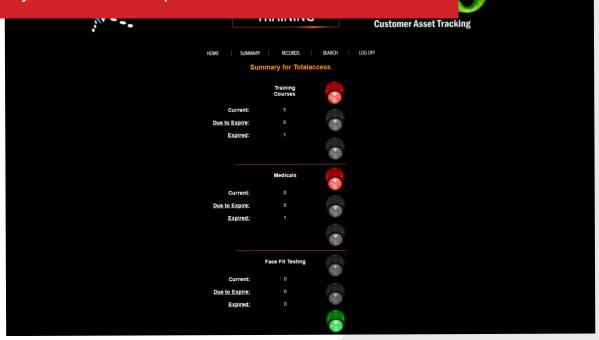


Step 2: After login you are presented with the below screen, from this screen you can select; Training or System Inspections & Recertifications.



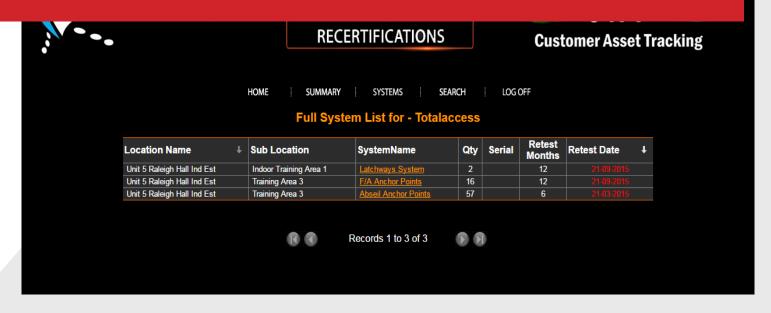
Customer Assest Tracking Login

Step 3: After you have chosen your option, you are then presented with your summary page. This will show you an overview of your current compliance status in each area.

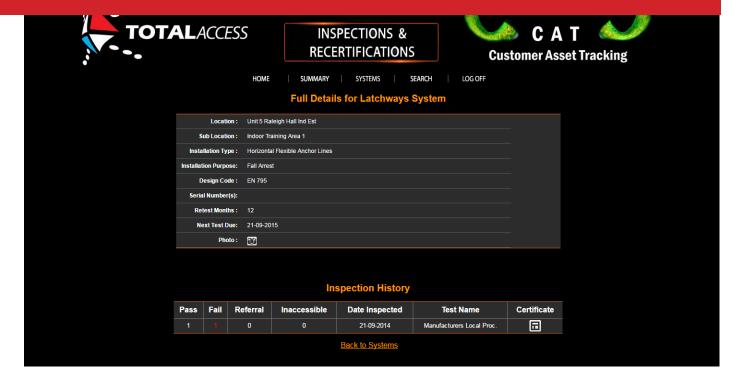


For the summary you can choose to see a full list of items or people monitored, or you can choose to see a subset of the information.

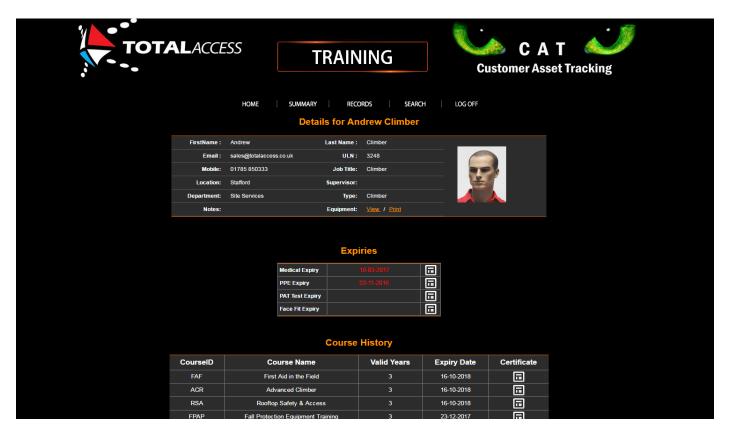
Step 4: Full Summary list: from this list you can view a detailed breakdown of all the assets in this section, such as; systems, equipment or people. You can also filter this list to show a subset of information by clicking one of the shortcut buttons on the previous page (Fail,refferal etc) or running a custom search.



Step 5: By clicking on your asset (system, person or equipment) you will see the details behind that asset. Below the assets details it shows the inspection history. As can be seen in the below example, this includes how many passed/failed at each inspection, date of inspection and the type of inspection.



Example of a system and its history



Example of training and medical details

Online PPE and Training Certificates

Certificates can be viewed online by clicking under certificate in the inspection history table.

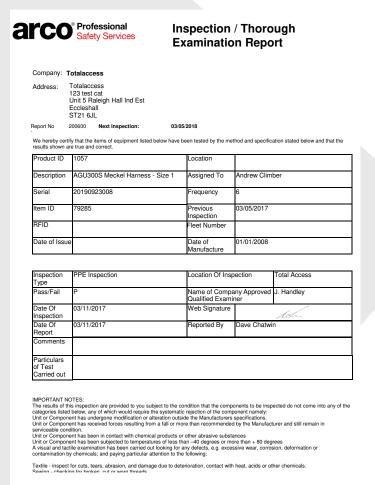


As part of our Managed Service Online PPE and Training Certificates and reports are:

- All available on the web 24 hours 7 days a week
- · you can log on to our website to see all certificates relating to the individual
- All available at an instant no matter where you are providing you have internet access
- All updated on a daily basis

Here are examples of the examination reports that we produce

Example of report for a single piece of equipment



Example of a Report for a kit of Equipment



Inspection Summary Report

Company: Totalaccess

Address: Totalaccess
123 test cat
Unit 5 Raleigh Hall Ind Est
Eccleshall

Delegate First Name Andrew
Delegate Last Nam Climber
Delegate ULN 3248

We hereby certify that the items of equipment listed below have been tested by the method and specification stated below and that the results shown are true and correct.

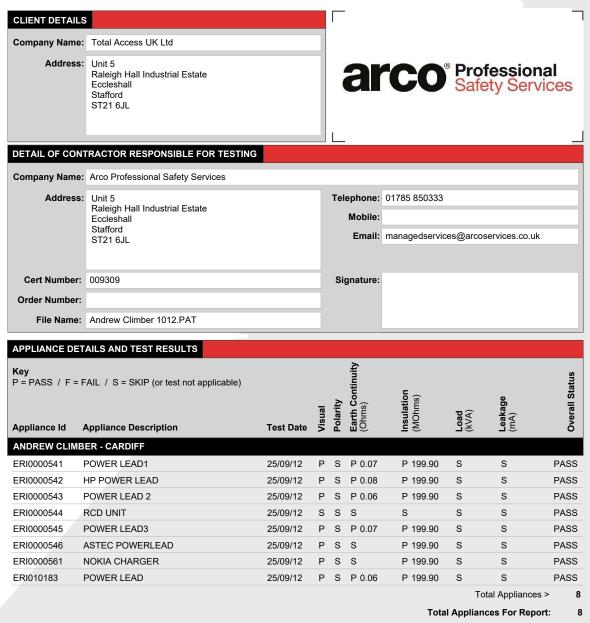
Product Code	Description of Goods	Serial	ItemID	DOM	Pass / Fail	Inspected By	Comments	Date of Insp.	Next Due
18119	15m Hauling Rope	EQ11846/001	79360	01/01/2012	Р	J. Handley		03/11/2017	03/05/2018
Comprising									
4295	12mm Zodiac I Beam Twistlock Karabiner	129872676A	79363	01/01/2012	P	J. Handley		03/11/	2017 03/05/2018
4295	12mm Zodiac I Beam Twistlock Karabiner	129872673A	79362	01/01/2012	Р	J. Handley		03/11/.	2017 03/05/2018
3592	11mm Low Stretch Kernmantle White with fleck Rope.	EQ11846/001	79361	01/01/2012	P	J. Handley		03/11/.	2017 03/05/2018

Portable Appliance Testing

Whilst having your PPE examined we can also test your electrical items reducing your downtime.

We can assign the electrical items to an individual or to specific departments within your company. All the portable appliance testing that we carry out is in accordance with IET code of practise (3rd ED)

PAT Report Passes And Fails For Site ANDREW CLIMBER and all Locations



Above is an example of the report that we can produce for portable appliance

Stock Management

Arco Professional Safety Services can take care of all of your PPE stock management needs; we can take the hassle and stress out of your stock control.

With our purposely built unit our experts can carry out inspections of your PPE whilst holding your paid stock for re – issue to your employees. This will ensure that your operatives are kept operational at all times. Should an item fail its examination our trained experts will advise and replace the item of PPE ready to be issued to your operatives.



As an independent supplier of safety equipment Arco Professional Safety Services can provide

technical advice and guidance in the selection of your equipment across a range of brands.

(Very often this shows improved efficiency and cost saving for our clients).

Legislation

European Union Legislation requires employers to safeguard the health and safety of their employees at work. In the UK, this is enshrined in the Health and Safety at Work etc Act 1974.

In simple terms, an employer has a responsibility not only to supply employees with PPE which meets all the necessary performance requirements, but also to have in place systems which

ensure that the personal protection equipment is regularly monitored, inspected and maintained, ensuring that it is fit for purpose throughout the equipment's life.

The service we ensure compliance with PPE at Work Regulations 1992, and BS8437:2005. We also follow all the equipment manufacturer's recommendations.

What BS8437:2005 says:

13.1 General

- **13.1.1** It is essential that all load bearing equipment is given a visual and tactile inspection before each use to ensure that it is in a safe condition and operates correctly. Advice should be obtained from the manufacturer on how to do this, and this advice should be strictly followed.
- **13.1.2** Formal Inspection procedures should be put in place by employers to ensure that personal fall protection equipment is given a detailed inspection ("thorough examination") by a competent person before first use and at intervals not exceeding six months (or three months where the equipment is used in arduous conditions), and after circumstances liable to

jeopardise safety have occurred.

13.1.3 It is essential that the person carrying out a thorough examination is sufficiently independent and impartial to allow objective decisions to be made, i.e. they have appropriate and genuine authority to discard equipment. This does not mean that competent persons necessarily have to be employed from an external company.

Our centre is situated in Eccleshall, Stafford, where we have fully trained staff and all the facilities that are required for your training and equipment requirements. As we are an independent equipment supplier we can offer you many alternatives depending upon your requirements.

We are accredited to BS EN ISO 9001:2008

Employers have an obligation under both European and UK employment law to safeguard the health and Safety of Employees. In the UK the requirements are set out in the Health and Safety at Work etc Act 1974. This is clearly a major consideration for those employees working at height or in Confined Spaces.

Arco Professional Safety Services managed care programme is designed to allow the employer to focus on their core business rather than use limited resources to set up facilities to undertake these in-house. It has the additional benefits that come with relying on the resources of a supplier whose technical expertise and test facilities will ensure that the original performance specifications are maintained and the PPE retains its Physical integrity to ensure wearer safety.

You do not necessarily have to take all the options outlined here.

You can select any of the options below:

- Training Records
- Working at height Medicals
 - PPE Inspections
- Portable appliance testing
- Information available via our website

If you require any further information please contact us via

Tel 01785 850333

Email ManagedServices@arcoservices.co.uk

Web www.arcoservices.co.uk





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