

Our Support

Support is provided via a shared folder using cloud technology, meaning access to your system is available upon purchase.

Phone and email support is provided along with a subscription to the Dowell Solutions e-newsletter to keep you up to date with any changes in legislation and tips for managing with different workplace health and safety situations.

About Us

Dowell Solutions can work with you to review, develop and manage WHS and HR systems in your business.

Dowell Solutions has professional, qualified and certified consultants and trainers providing businesses with practical services and advice which enables you to:

- minimise your enterprise risk
- meet your legislative requirements
- reduce your insurance premiums
- improve or meet your WHS and HR needs and
- provide relevant, effective and accredited training.

The Dowell Solutions team has over 10 years experience working in the Occupational/Workplace Health and Safety and Human Resources arena. This experience spans both the private and public sectors with an emphasis on the manufacturing and construction industries.

Did You Know?

That small businesses that have a Workers Compensation base premium under \$30K can receive a 10% discount off their Workers Compensation premium by having a compliant WHS Management System in place.



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**DOWELL
SOLUTIONS**

**Work Health
and Safety
Management
System**



**Dowell Solutions
Your WHS & HR Solutions
Helping you protect your
most important asset:
your people...**

What is a WHS Management System?

Work Health and Safety Management Systems (WHSMS) are designed to assist organisations systematically manage health and safety in the workplace.

It consists of a documented set of plans, actions, policies and procedures which target improvements in health and safety.

Investing in an effective WHS Management System should reduce workplace illness and injury, minimise the costs associated with workplace accidents, and reduce the likelihood of prosecution for breaches of WHS laws.

WHS Management System Overview

Our WHS Management System is suitable for any size business, in any industry anywhere in Australia.

- Designed for organisations or businesses who do not have a current system in place or have a minimal system that needs dramatic improvement for compliance.
- Once the system is no longer in the drafting stages it can then be printed out as a safety manual.
- The system is simply a series of folders with a main folder and 16 sub folders set out in a logical order for ease of use and finding documents and tools.



Why does my business need one?

All businesses must have a WHS Management System in place to comply with the Workplace Health & Safety Act 2011. Failing to comply can cost your business up to \$55,000 and in some cases millions of dollars in fines, prosecutions and lost business.

What does the the WHSM include?

The Dowell Solutions' Work Health and Safety Management System includes and covers areas such as:

- WHS Management Tools
- WHS, Industrial Relations and Human Relations Policies (over 60 pre-drafted ready for review and implementation)
- WHS Checklists
- Hazard Identification and Risk Assessment
- WHS Consultation and Communications
- Recording and Reporting of Incidents and Injuries
- Training and Inductions
- Employment and Recruitment Processes and Forms
- Contractors and Labour Hire
- Hazardous Chemicals
- Plant Machinery, Equipment and Vehicles
- Work Permits and Risk Assessments (including Hot Work, Working at Heights and Confined Space)
- Registers, Logs and Forms
- Building Fire and Emergency
- WHSEQ Management Plan
- Legislative Register

System Benefits

- The system is ready to be implemented into your organisation, therefore no need to start from scratch.
- The system is electronic in Word and PDF documents, with remote support via cloud technology to assist with document and version control.
- The WHS Management System that we offer, and utilise ourselves, meets the Australian Standards AS/NZS 4801 and AS/NZS 9001 quality systems and uses the AS/NZS 4801 OH&S Management System Model.
- There is an implementation checklist so you can see where you are up to and what next is required to be completed.
- Existing documents or procedures are captured and integrated into the system to ensure all previous efforts are recognised and included.
- If some legislative tasks are subcontracted out such as fire extinguisher, hose reel and emergency lighting inspections, these reports are integrated into the system.
- Having a compliant WHS Management System will assist you in gaining government tenders and construction tenders with larger corporate organisations.
- System requirements are very minimal, needing only 90MB of free space, will operate on Mac or Windows and Internet access (for online support).
- An effective WHS Management System will assist the Person Conducting Business or Undertaking (PCBU) to achieve legislative obligations.