



USP

UNIVERSAL SAFETY PRACTITIONERS



Competent Person Appointment

Introduction



Navigating Health and Legislation can be tricky and you may feel like you do not have the expertise to ensure that your organisation is compliant.

Additionally, you may identify the need for your organisation to engage a Health and Safety Advisor, but believe that you do not need one on a full-time basis.

At Universal Safety Practitioners, we offer our 'Competent Person Appointment Scheme'. The idea behind this scheme is so organisations can have access to competent Health and Safety advice, without the need for full-time employment.

All of our Competent Person Appointments is individual to your organisation, ensuring that our role is tailor-made from the outset, which ensures you have the level of support which your organisation needs.

Over the last 10 years, we have helped hundreds of organisations in this role, ensuring compliance against the Management of Health and Safety at Work Regulations 1999 (Regulation 7) by providing bespoke, tailor-made Health and Safety assistance, against the foreseeable risks which exist within your organisation, based on your operational output.

This document has been compiled to provide you with information about us as an organisation, what some of our previous clients have said, as well as outlining some of the key items which can be included in our Competent Person appointment.

Should you have any questions regarding the contents of this document, or wish to know more, please do not hesitate to contact us.

Many Thanks

Universal Safety Practitioners

The Team



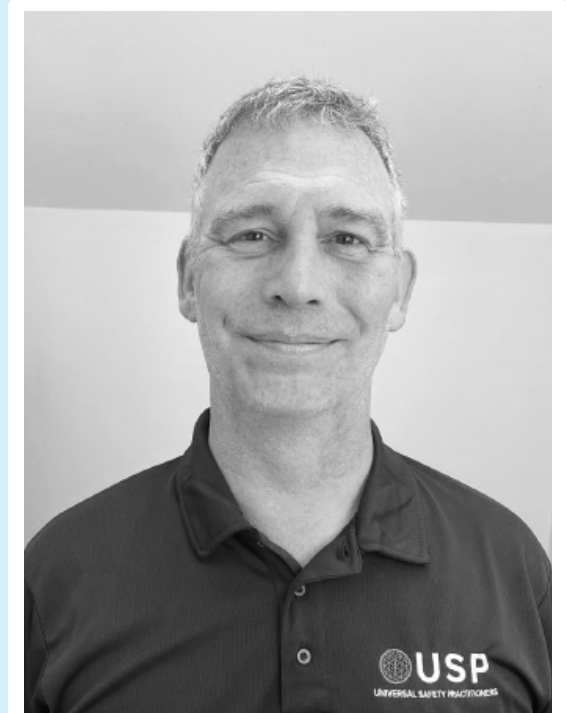
Kevin Kerin CMIOSH, IMAPS, MIIRSM
Managing Director

Kevin is a Chartered Safety and Health professional (CMIOSH) with over 30 years experience in Health and Safety Management. He is also a Principal Designer; holding 'Registered Membership of the Association of Project Safety' (RMaPS) as well as a qualified trainer.

Since becoming a Health and Safety professional, Kevin has gained experience across a wide spectrum of industries both nationally and internationally on a range of diverse industry environments.

Prior to a career in Health and Safety, Kevin spent 8 years in HM Forces.

Kevin's passion for Health and Safety comes from a belief that investing in people is the key to maintaining a safe a healthy working environment.



Stuart Hall CMIOSH, OSHCR
Senior Consultant

Stuart is a Chartered Safety and Health professional (CMIOSH) with over 15 years experience in the construction industry, of which, 12 have been in Safety and Health Management..

Stuart has an active client facing role with an excellent understanding of Health and Safety Legislation and experience across several sectors. He is able to provide clear and concise explanation of requirements for general and specific concerns which providing cost effective and realistic solutions to issues.

Stuart's pragmatic approach ensures that he builds strong relationships enabling him to identify core issues quickly, this is highlighted through his relationships with clients working in Construction and Retail industries.

The Team



Paul Box
Consultant

Paul is a Chartered Health and Safety professional with over 20 years experience in all aspects of construction, environmental and fire safety.

There have been some prestigious projects along Paul's journey, including 8 years with a construction company based at Gatwick Airport, looking after the safety of its workforce both airside and landside in a fast moving challenging environment. Also 3 years on the Crossrail (Elizabeth line) project with Bam/Ferrovial/Kier, one of the largest infrastructure projects in Europe at the time.

Paul is also passionate about training, holding both a Level 3 teaching qualification and a Train the Trainer accreditation.

From this comprehensive experience over many years within the safety industry, Paul is ideally placed to offer our customers clear, well balanced advice and support around work place safety, legislative requirements and delivering best practice within all organisations.



Joseph Kerin LLB
Senior Consultant

Joseph is an Associate level Safety and Health professional, who joined the company in 2020. Prior to working for USP, Joseph worked as a para-legal for over 5 years for an award-winning law firm, specialising in financial litigation. Further to this, Joseph is also a fully qualified Project Manager.

Given Joseph's previous experience and his qualifications, he works on several of the organisations key client accounts, providing clients with unique insight into the Health and Safety legal obligations and required legal defences, from a client perspective, which is rarely seen in the field of Health and Safety advisory services.

Joseph's passion is driven by a clear and qualified understanding of the damaging impacts that breaches of Health and Safety legislation can cause to both an individual and an organisation.

The Team



Thomas Kingsbury
Consultant

Thomas is a fully qualified Health and Safety professional who joined USP in 2023.

Prior to working for USP, Thomas spent 12 years in the employment of the Armed forces as a telecommunications specialist. Further to this, Thomas has completed world class leadership and management qualifications and has adopted this in a leading role whilst operating as a HM Forces employee.

Thomas holds numerous recognised NEBOSH qualifications, thus ensuring that he has a wide breadth of Health and Safety legislation, allowing him to advise clients on an array of legislative requirements.

Given Thomas's background in the Armed Forces and working procedurally in high risk environments, Thomas has a natural passion for Health and Safety which is evident with the client he works with.



Cailey Kerin
Client Services & Finance Manager

Cailey has been working for the company since 2018 in the role as Client and Service's Manager. Cailey plays a pivotal role within the organisation, often being the first port of call for our clients.

Cailey looks after all of the organisations clients, from those who have a contacted the organisation looking for Health and Safety support, right the way through to clients which have been with the organisations since its inception.

Cailey brings to the organisation 16 years in a management and client liaison role, ensuring that all our clients are well looked after.

The background consists of several overlapping geometric shapes. A large, dark blue triangle points downwards from the top left. A medium blue triangle points downwards from the top right. A light blue triangle points upwards from the bottom left. A white triangle points upwards from the bottom right. The text is positioned in the upper left area, overlapping the dark blue and medium blue triangles.

Professionalism.
Passion.
Purpose.

Testimonials



"I have worked with Kevin for 6 years on a large retail baking account, in which, he has taken on various roles as Principal Designer, Client Assurance, Client Liaison and providing general Health and Safety advice across many different topics linked to numerous projects.

Kevin is a highly professional consultant who has the ability to work with people operating in many different project roles from operatives on site to the client themselves on site to the client themselves.

Kevin's knowledge of Health and Safety is second to none and he is able to provide vast experience from his time in the industry to provide worked examples to new projects. His personality and great sense of humour makes him easily fit into any project team! I would highly recommend Kevin to work with any client."

Miriam Abbot - Principal Consultant: RBS Account Lead H&S Arcadis

"Central Leisure Developments have worked with USP and in particular, with Kevin Kerin for several years now to obtain all of our Health and Safety requirements across a broad range of exhibition projects from on-site installation to workshop safety.

His knowledge and understanding of our practices and working methods ensure that all documentation is not only accurate but informative to all our staff. Time is not always on our side with the projects, but we can rely on Kevin and the USP team to produce the documentation we need on time and in full every time. I would highly recommend Kevin and his team at USP to anyone's business."

Mark Hurcombe - Project Director: Central Leisure Developments Ltd

"Kevin and his company have been out Health and Safety advisors since 2005. He has advised on and implemented safe practices in the company's workshops and office premises and been our appointed person for project-specific Risk Assessment, documentation and control as required by CDM. He has provided us with a fully functioning and easy to use Health and Safety Management System, with successful auditing by external accreditations, including our CHAS Certificate.

He has been instrumental in developing and managing our Fire Risk Assessments, as well as all company Risk Assessments and Safe Working Procedures for our offices and workshops.

For our projects, Kevin and his company have provided all documentation and support in respect of our exhibition fit-out works, where we have held the role of Principal Contractor.

Where we have been asked to act in the role of PD by our clients, Kevin and his company have been instrumental in supplying this appointment, coordinating designers and sub-contractors and creating all the required documentation, allowing us to work at this elevated level with our exhibition fit-out clients.

Testimonials



... We have worked with Kevin and his team for 15 years and during this time we have had zero notifiable accidents, and I recommend him and his company without reservation".

Bob Deakin - Specialist Fit Out Company Director and Senior Project Manager

"Kevin and his team at USP have become an invaluable professional Health and Safety resource for a number of our UK Solar/PV major projects. The USP consultants, led by Kevin have provided a robust Health and Safety Lead during the pre-project planning and development of our projects. I would recommend Kevin and his team to any potential client."

Maria Ocana - Global Health, Safety and Environmental Lead SunEdison Solar LLC

Our Services - Competent Person



As a multi-disciplined Health and Safety Consultancy, we are able to provide total Health and Safety support for your organisation. As a result, our Competent Person Appointment Scheme is completely customisable so that is tailored to your organisation and the risks associated with your operational outputs.

Our services:

Our services as part of this Competent Person Appointment are discussed and outlined through a scope of works, prior to our engagement, and can include, but is not limited to:

Risk Profiling (Risk Assessment and Risk Management): we can act in the role of Risk Assessment Author, or Risk Assessment Reviewer, depending on the organisations needs, ensuring that all applicable risks and controls associated with the organisations operational outputs are captured, prior to the commencement of any works.

Technical Risk Assessments: where required, we will carry out a number of technical Risk Assessments, including:

- Noise
- Fire, DSEAR (where applicable) and emergency procedures
- PUWER assessments (carried out for all items of work equipment to an exacting set of requirements)
- CoSHH Risk Assessments
- Machinery Risk Assessment for the use, maintenance and repair
- Display Screen Equipment Risk Assessments
- Risk Assessments supporting Permit-to-Work

Health and Safety Training

We carry out a whole host of training packages, which are tailored to the organisation, including:

- Risk Assessment training
- CoSHH awareness
- Spillage and Containment
- Environmental
- Permit to Work
- Fire Safety and Fire Marshal
- Manual Handling
- Construction (Design and Management)

Incident and Investigation Report

In respect of accidents and incidents which may occur, we can carry out proportionate investigations and issue incident investigation reports, which will identify any root cause analysis into the causes of the incident and will also detailed prioritised risk reduction recommendations. Additionally, depending on the type of accident/incident which has occurred, there may be the requirement to report these events to the Health and Safety Executive. In these instances, we will under the report on the organisations behalf.

Our Services - Competent Person



Hazard Reporting

We embed ourselves into the organisations hazard reporting system, providing reports on the information collected including any trend analysis, with recommendations issue to deal with any developing trends.

Management of Contractors

Ensuring that there is an effective process in place for the engagement and management of contractors if of vital importance. We will therefore create and support your organisation in respect of your Management of Contractors framework, which will include:

- Vetting of contractors against an approved set of questions
- Reviewing of contractors Risk Assessment and Method Statements
- Obtaining feedback from the organisation in respect of contractors performance
- Site inspections (where required)

Health and Safety Policy

Forming the basis of the organisations processes and procedures for Health and Safety, the organisations Health and Safety Policy must reflect the specific outputs of the organisation, along with the cultural development of Health and Safety management processes in place for the organisation, whilst balancing these elements with the wider organisational internal procedures.

We will build in a process of review and update in respect of the organisations Health and Safety policy as needed during our appointment. This review and update procedure will help ensure that the policy documents remains up-to-date and relevant to the organisation and its undertaking in respect of Health and Safety Management.

Ongoing review and progress information

As a vital part of the 'Competent Person' appointment, we will ensure that there are regular updates in respect of the status of any identified areas of work, as well as progress generally and any changes which may be needed of strategies etc. We will attend (both in person, or virtually), Health and Safety meetings as required, to provide a dedicated information and support service.

Site inspection and report

As par of our support package, we offer a site inspection and report service. This service ensures your sites, the personnel and processes are compliant form a Health and Safety standpoint. We will tailor the site inspection form to reflect all key activities and processes undertaken on your project. Each site inspection will be scored, ensuring that you can track any trends in relation to non-conformities. Equally, we will highlight areas of good practice, ensuring an even-handed approach is taken to this important governance process.

Our Services - Competent Person



Representation at Company and Client meetings

During our contracted term as your appointed Health and Safety professionals, we will attend all site and project meetings where requested. During meetings with your clients, we will represent ourselves as your company advisors, with a clear brief to ensure your interests are represented fairly.

We will also ensure we are available for company meetings as needed, to appraise attendees on progress with any Health and Safety initiatives, overviews of on-site inspection results as well as updates on Health and Safety standards generally within the organisation.

Construction (Design and Management) Regulations 2015

Falling outside the scope of the 'Competent Person' appointment are works in respect of the Construction (Design and Management) Regulations 2015.

We can act in the role of Principal Designer, where you as an organisation have been appointed this role. If you would like to know more information on our Principal Designer service, please contact us, so we may provide you with our Principal Designer portfolio.

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