



For CHAS application assistance call 07976 645418



Making CHAS work for your business

A presentation by
Abco Safety Logistics and
FMB Yorkshire & Trent Region

Presenters:

Richard Wilks BSc HSE RMAFs MIRM CMOH ICIB
Chartered Safety and Health Practitioner
Registered COH Co-ordinator

Merle Lake CMOH MAFS
Chartered Safety and Health Practitioner



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CHAS – Contractors Health and Safety Assessment Scheme

- CHAS – Background
- CHAS – Aims and Benefits
- Website – www.chas.gov.uk
- E mail – <http://www.chas.gov.uk>





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Background

- 1997 a group of Health and Safety and procurement professionals worked with the Association of London Government (ALG) to develop CHAS
- In 2001 CHAS became a web based system
- ALG licensed Merton Council as the CHAS administrator and promoter



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Background

- In 2002 a National Management Board – made up of GMB and UCATT trade unions as well as Health and Safety professionals was established to ensure that the scheme is managed correctly and in line with its constitution
- The Institution of Occupational Safety and Health (IOSH) announced their support for the scheme.



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Background

- CHAS started with two main aims:
- To improve health and safety standards across Great Britain
- To reduce duplicated safety applications for both suppliers and buyers
- There are more than 400 public and private sector buyer organisations, such as Councils, Housing Associations, NHS Trusts including a growing number of large private companies who employ sub contractors



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CHAS Benefits

- The CHAS scheme helps both suppliers and buyers
- Suppliers show compliance with important parts of health and safety law
- On achieving compliance a supplier is approved to work for all of CHAS' buyers
- CHAS gives guidance on any weaknesses in a suppliers safety management system, including how they can improve
- Being a CHAS supplier or buyer saves both time and resources...



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Buyer Membership Levels

- Buyer membership is free.
- CHAS provide buyers with three levels of access
- Member level: full read and write access
- Subscriber level: read only but can add private comments and suppliers to their own suppliers list
- Read only: allows searches only...



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CHAS success

- Abco has a 100% success record.
- From local builders to:-
- The architects designing the Olympics village and also the ecologists on the Olympics...



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Questionnaires

- Which questionnaire to use?
- Options are:
- Appendix 2 Version 8.2 for Companies that have 5 or more employees. CDM-C's and Designers
- Appendix 2A for fewer than 5 employees
- Appendix 2B for Care Service Providers



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Questionnaires



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Types of Applications and Costs

- Non Construction or Construction £160
- Construction and Principal Contractor £160
- CDM co-ordinator (includes accreditation) £250
- Designer (includes accreditation) £250
- CDM-C and Designer (includes accreditation) £350
- Plus VAT...



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Fees

- Fees enable Registration or Compliance
- Valid for 2 years
- In addition £60 for accreditation
- Allows use of CHAS logo, licence and certificate
- Accreditation is valid for 1 year



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Fees

- Accreditation only lasts a year!
- Re-apply for a full assessment and an accreditation pack on a yearly basis.
- e.g. Principal Contractor application cost £160 plus £60pa...



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So... what is Accreditation?

- Licensed use of logos on stationery and livery
- Certificate
- Verification of CHAS registration and history to non CHAS buyers, potential clients and insurers
- Exemption from completing the Constructionline and other scheme H&S Questionnaires
- Access to information about your company on the CHAS database including CHAS status, registration details and assessment history
- Facility to view which CHAS buyers have viewed your details



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Accreditation...

- Can take between 7 to 10 working days to administer and is valid for 12 months from the date you last achieved CHAS compliance (24 months for designers and CDM-Cs)...



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The CHAS Process

- Download application form i.e. Appendix 2
- Gather evidence documents
- Email CHAS to say application is ready
- CHAS email with details of an assessor
- CHAS may take up to 10 working days to complete their assessment
- CHAS assessor will inform of their decision in writing



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The CHAS Process

- CHAS will inform on whether the application is successful or more information is required.
- If more information is required then this may be subject to an additional fee of £50...



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Areas to be assessed

General Management	Personnel Health and Safety	Subsistence	Contract Administration	Financial Management	Legal
Organisational Structure	Health and Safety	Accounting Principles	Contract Administration	Financial Management	Legal
Health and Safety	Personnel Management	Subsistence	MSA	Contract Administration	Contract Administration
General Management		Personnel Management		Financial Management	



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Areas to be assessed

- General Policy Statement
- Organisation for Health and Safety
- Work Equipment
- Health and Safety Training
- Consultation Arrangements
- First Aid
- Fire and Emergency Procedures



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Areas to be assessed

- Display Screen Equipment
- Manual Handling of Loads
- COSHH
- Risk Assessment
- Asbestos
- Health Surveillance
- Accident Reporting



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Areas to be assessed

- Work Equipment
- PPE
- Electrical Safety
- Contractor Management
- Workplace and Inspections
- Fire Risk Assessment
- Monitoring, Audit and Review...



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Training

- Minimum requirements:
- CITB Course - SMSTS / SSS
- Emergency First Aid at Work
- Asbestos Awareness
- Work at Height (where applicable)
- Abrasive Wheel
- Manual Handling...



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Evidence

- H&S Policy (in writing if employs 5 or more)
- Consultation Arrangements
- Risk Assessments to include: Fire, DSE, Manual Handling, First Aid, COSHH and site specific
- Method statements / Safe systems of work
- Asbestos controls
- Health Surveillance (where applicable)



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Evidence

- Accident Statistics
- Near Miss records
- Work Equipment – Maintenance and Service History (where applicable)
- PPE – Issue records
- Electrical Safety – PAT test register
- Contractor Management – Appraisals
- Inspection Records – workplace monitoring



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Evidence

- What is bad evidence?
- Lack of H&S Policy / not reviewed
- Lack of site specific risk assessments
- Lack of procedures
- Lack of training certificates
- Lack of ownership by Managing Director
- Lack of COMMITMENT!!



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Evidence

- What is good evidence?
- Health and Safety Policy
- Suitable and sufficient risk assessments
- Robust procedures
- Development of workforce i.e. training
- Documents signed and in date...



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Success?

- Why applications fail:-
- Bad evidence/ unconvincing
- Lack of training evidence
- Lack of Managers training...



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Cost of failure

- A poor application will:-
- Cost you money.
- Not convince the assessor of your commitment.
- Assessor may ask for more training than would have been required, if right the first time.
- Assessor will question and examine closely all evidence found for a second application...



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Good approach

- Do not fudge!
- Training booking sheets are often accepted as training evidence.
- Ensure evidence is site specific.
- If the evidence is there a good application portfolio can be set up within a day...



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Thank you

Any Questions

The End


