



Online Compliance Systems



www.OnlineCompliance.com.au



Online OHS

Struggling with OHS issues?

Each year over 500,000 Australians are injured at work. The responsibility to provide a safe and secure working environment is rapidly growing. Every business, regardless of size or type, is expected to comply with comprehensive OH&S regulations that reduce the risk of injury to their employees.

Benefits to you of a Good OHS Software System

An effective OHS Management system offers businesses many benefits such as:

- Creating a safe and secure working environment
- Minimising exposure to fines and penalties
- Reducing compliance costs
- Reducing stress
- Protecting your insurance coverage
- Enhancing your business reputation

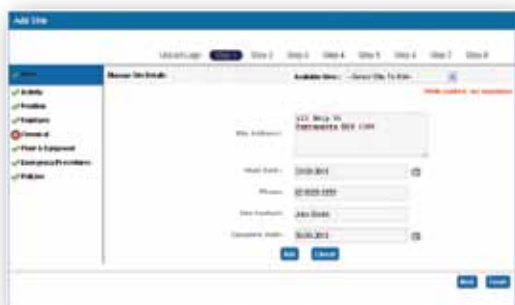
What Online Compliance Systems Can Offer You

An effective system can achieve all these benefits and more – but only if it recognises that each business is unique and requires unique solutions. A few short years ago this would have required many thousands of dollars in consulting and internal management.

Today's technology has allowed OCS to provide unique solutions— solutions that can be tailored to each business—that are simple, effective, practical and affordable.

Get started today

The simple to use Online Starter Kit built into the Online OHS system will get you up and running quickly. A Step by Step process for building a customised OHS system based on your business.



- Policy and Planning
- Employee Management
- Risk Management for control of hazards

- Contractor Management System
 - Site Management
 - Accident Management

- Plant & Equipment Management
- Induction Management
 - Email alerts for continual improvement

- Centralised Registers
- Safe Work Method Builder And Much More!



The SIX Modules



Policy &
Planning



Employee
Management

Policy and Planning Module

- Identifying organisational positions
- Allocating responsibilities
- Developing emergency procedures
- Developing maintenance schedules for emergency equipment and allocating responsibilities
- The ability to upload existing organisational policies

The focus is on developing frameworks for employees that will produce a more efficient, professional, and safer workplace.

Employee Management Module

- Maintaining an accurate and useful employee register
- Create or upload and implement Online Inductions (as many as you need)
- Documenting all inductions
- Ensuring the review process through a system of alerts
- Maintaining an accurate register to support the management of contractors
- Developing and maintaining a centralised record keeping system

The focus is on the need to keep track of all compliance procedures for each employee or contractor.

Risk Management Module

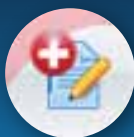
- Building a powerful risk management process
- Maintaining accurate registers of all hazards including chemicals, plant and equipment
- Develop Safe Work Method Statements to cover all needs of each business
- Identifying the specific risks and needs of sites or locations within the organisation
- Undertake risk assessments for hazardous substances and dangerous goods
- Assign responsible persons for the review and assessment of risks using automatic email alerts

The focus is on identifying potential hazards, assessing risks and implementing control measures.

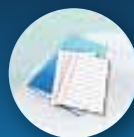




Risk
Management



Injury
Management



Record
Management



Environmental
Management

Injury Management Module

- Maintaining a detailed and accurate accident and incident register
- Developing accident and incident reporting processes that will support the business in legal or insurance issues
- Maintaining centralised records to enable analysis and support continuous improvement
- Identify key areas of concern for review, assessment or training needs analysis

The focus is on documenting all accidents, analysing causes and effects, identifying areas of concern or weakness and taking remedial action to reduce risks.

Record Management Module

- Establishing procedures for building checklists
- Providing quick access to all registers and documents required by the business
- Establishing the most appropriate and useful systems for reporting
- Reporting module graphically illustrating Accidents and Incidents over time: How, When, What, Why and Where

The focus is on making it easy to upload forms, develop and upload checklists, and view and print reports to assist with review, assessment and continuous improvement.

Environmental Management Module

- Develop a comprehensive environmental register applicable to a specific business unit or project
- Develop the businesses policies relating to environmental issues
- Assessing environmental impacts
- Review and improvement
- Providing documentary evidence of the manner in which the business has been operated with the lowest environmental impact

The focus is on identifying environmental aspects of activities, products and services so that consideration can be given to options for reducing impact on the environment.



Highlights of the Online OHS System



Modulised database for the management of all your OHS needs.

Easy access to all records centralised by work sites. One click for all your records for that site or location.

- Employees
- Emergency Procedures
- Hazards
- Plant and Equipment
- Activities
- Safe Work Method Statements
- Accident and Incidents
- Environmental Policies and Procedures
- Checklists and Forms
- Induction Management
- Chemicals

Comprehensive Accident and Incident Investigation

- Site of Accident or Incident
- Severity of Injury details
- Injury by Body Part
- Accident Investigation Process
- Related Activity
- Related Equipment
- Supervisor's reporting process
- Email report functionality
- All details captured in reporting module

Comprehensive Reporting Module

A variety of OHS reports can be generated "live" giving detailed reports of Injury Type, Location, Equipment Used and Personnel Involved. These reports can be compared over time and analysed to identify areas that require more detailed investigation or used for training needs analysis.

The screenshot displays the Online OHS System interface. At the top, there is a navigation bar with tabs for STARTER KIT, SITES, INDUCTIONS, CONTRACTORS, QUICK BILLS, HELP, and LOGOUT. Below this is a header with the ONLINE OHS logo and user profile information (User's Name: Admin). The main content area is divided into three sections:

- View Site:** Displays site details for 'Sunford Blvd' (Site Name), '30-04-2010' (Start Date), '30-04-2010' (End Date), and '30-04-2010' (Available Date). It includes a 'Site Info' section with fields for Site Name, Start Date, End Date, and Available Date. Below this is a 'Site Links' section with icons for Employee Register, Emergency Procedure Register, Hazard Register, Plant & Equipment Register, Activity Register, Safe Work Method Register, Accident Register, and Environment Register. A 'Back' button is located at the bottom of this section.
- Update Accident:** Features a 'Select Injury' dropdown menu and a 'Choose body part injured' section. A 3D anatomical model of a human body is shown on the left. The 'Choose body part injured' section includes checkboxes for various body parts: Left arm, Right arm, Left leg, Right leg, Neck, Head, Face, Ear, Eye, Hand, Wrist, Forearm, Elbow, Shoulder, Hip, Knee, Ankle, Foot, Toe, and Tail. 'Add & Proceed' and 'Cancel' buttons are at the bottom.
- Year Report for Injuries:** Contains two pie charts. The first chart, 'Injury Type', shows: Fracture 20%, Dislocation 40%, Other 20%, and Sprain 20%. The second chart, 'Body Part Injured', shows: Left Arm 8.87%, Head 12.20%, Neck 8.87%, Arm 8.87%, Back 11.11%, Hand 8.87%, Face 20%, Right Arm 8.87%, and Foot 20%.



Additional Features and Benefits of Online OHS



Policy & Planning



Employee Management



Risk Management



Injury Management



Record Management



Environmental Management

Policy and Planning

- Identify organisational positions
- Allocate responsibilities
- Allocate maintenance schedules for equipment
- Develop new or upload existing policies

Risk Management

- Risk management process
- Centralised hazard depository
- Site identification and allocation
- Employee and Contractor Inductions

Record Management

- Procedural checklist builder
- Quick access to all registers
- Upload existing documentation for ease of access

Benefits of the Online OHS System

- Online updates done automatically
- Reduced OHS management costs
- 24/7 Global access hosted on a secure server
- User Admin portal for setting up permission levels
- Multiple logins (no additional cost)
- Hassle free setup

Employee Management

- Identify need for inductions
- Review process through email alerts
- Contractor management and record keeping
- Induction allocation and record keeping

Injury Management

Business wide overview of key related areas for reporting:

- > Sites
- > Activities
- > Equipment
- > Personnel
- > Contractors
- > Chemicals
- > Injury Type

Environmental Management

- Develop and assess environmental impacts
- Compare and review over time
- Ideal for tender submissions

Online OHS: for a safer workplace



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