DataTrak™

Risk Assessments

Taking the risk out of assessments

FULL RISK ASSESSMENTS FOR HOMEWORKERS

Have you got staff working from Home?

Has their workstation and environment been assessed for Risk – as they would in an office?

Most of the Regulations made under the Health & Safety at Work Act apply to homeworkers as well as to employees working at an employer's workplace e.g. The Management of Health & Safety at Work Regulations 1999, The Display Screen Equipment Regulations 1992, the Manual Handling Operations Regulations 1992, the Provision and Use of Work Equipment Regulations 1998, the Control of Substances Hazardous to Health Regulations 2002, and of course, The Electricity at Work Regulations.

As far as we know, we are the only Company in the country who will visit your home-based staff, carry out the required Risk Assessment, and, at the same time, PAT test company-owned electrical equipment.

We produce a 19 Page report that covers all "Risk Factors" and "Action to Take" relating to:-

- The Display Screen
- The Keyboard
- The Mouse, Trackball etc
- Portable Computer (i.e. Laptop)
- Software
- The Desk
- The Chair
- Filling Cabinet(s)
- Cupboards
- Shelving
- Environment (including Safety & Security Risks)
- Electrical Equipment
- COSHH

A summary Report is produced listing

- The activity assessed
- The hazards identified
- The problems identified
- The current control measures in place
- The hierarchy of control measures followed
- The assessment of risk - with a risk rating
- Control measures required
- Any health surveillance required
- Suggested review date

The Report includes digital photographs of the workstation and immediate environment, cupboards, shelving and equipment. Any hazards are photographed separately if they are not already highlighted in other photographs taken.

WHY USE US?

- Years of experience
- Reliable and convenient service
- City and Guilds qualified engineers
- £10 Million public liability insurance
- ISO9001 registered
- British Safety Council members
- Safe Contractor approved
- Government Trust Mark endorsed
- ConCom registered
- Full Inspection report and data provided

In addition, a number of environmental readings are taken

- Level of Lighting - Lux Level

- Humidity - % Level

- Temperature - %C over 10 minutes

- Noise - dB(A) level (usually when printer is printing)

- Alpha/Gamma/X-ray Radiation levels on Monitor

- Electromagnetic Radiation Level on Monitor

All in all a total of 85 direct questions are asked. The questions reflect the latest guidance contained in the Health & Safety (Display Screen Equipment) Misc Amdt Regs 2002.

The assessment takes approximately 60 - 90 minutes on site and 90 minutes off site (to produce the final report). The report is sent to you electronically in Excel format.

Years of experience
- Trusted and Accredited

THE COST

| More than 300 home-based staff | £180 per assessment |
| Less than 300 home-based staff | £195 per assessment |

The cost is per assessment but includes all travel and accommodation within England (mainland), Scotland (mainland) and Wales. Northern Ireland, the Scottish Isles, Isle of Wight, Isle of Man and any other locations outside of the UK mainland would attract an additional cost to cover air fares, hotel costs and any unavoidable surcharges.

Portable appliance testing on any Company-owned electrical equipment used by the home-based staff at their home is included in the price provided the testing is carried out at the same time as the risk assessment.

The schedule of visits is arranged in the most cost-effective and efficient way so that whenever possible at least 2 home workers per day will be assessed.

Because of the geographical spread of home workers it is not always possible to do that of course, but that is what we aim to achieve. To avoid fruitless visits, all appointments are pre-arranged with the individual home worker(s).

PAT TESTING

ASSET TRACKING

FIXED WIRE TESTING

MANAGEMENT SOFTWARE

AND MORE

The DataTrak Head Office is located in Milton Keynes. Our engineers, however, are located around the UK - hence our nationwide service.

Although a relatively young company, the Board and Senior Management of DataTrak can offer a wealth of experience in facilities management, software design & development, IT management and providing service to customers.

We offer not only a range of quality services and products but also a very competitive pricing structure. Our Company policy though is simple - a total commitment to quality customer service at all levels.

Safety is a core value of our company. All DataTrak people, from leadership down to everyone in the field, personally challenge the notion that injuries will occur and hold the conviction that every accident is preventable. That's why our safety performance is second to none.

Our Customer base straddles the whole spectrum of commerce and industry - both private and public. For a number of years DataTrak has been recognised as a leader in our field. We are proud of our past but are looking to the future.

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