

The National Electrical and Communications Association (NECA) South Australia / Northern Territory Chapter has developed 'HSEQ Digital': an online & app solution for our Health Safety, Environment and Quality (HSEQ) Management System.

Simplify your WHS requirements with HSEQ Digital and manage your Health, Safety, Environment and Quality documentation and compliance without the paperwork, all in one easy-to-use cloud-based solution.

Powered by SafetyMinder, the HSEQ Digital has both an End User app for tradespeople in the field and an Admin licence for those managing your WHS Management System in the office.

INTEGRATED HEALTH SAFETY ENVIRONMENT & QUALITY MANAGEMENT SYSTEM





The HSEQ Management System is certified by prominent JAZ-ANZ Accredited Certification Company, TQCSI, to ensure that the system meets the needs of electrical, communications, refrigeration and air conditioning businesses and provides independent and recognized certification in safety, environment and quality.

The system is Certified to the QHSE Code: 2013 and fully meets the requirements of AS/NZS 4801: 2001 – OHS Management Systems.

Say goodbye to Outlook Calendar reminders, endless Excel Spreadsheets and a multitude of documents and paperwork to cover your safety needs! The HSEQ Digital will streamline your processes with its fully connected approach and ensure your WHS responsibilities are met without all the time and hassle.



### **ADMINISTRATOR**

### The Administrator Licence, available via a computer, has the ability to:

- Receive notifications (dashboard, email, SMS) of expiring licences, equipment calibration/testing, training required to be completed, safety incidents, audit reports and many more
- Manage all registers
- Manage all shared plant & equipment and know their location on or off site
- Manage all incidents and investigations with sign offs for applicable supervisors and managers
- Oversee all training (both internal and external)
- Receive reminders for review dates for policies, SWMS and other documents
- See when a SWMS is completed for a site and receive a signed copy via email
- Assign security levels to supervisors and managers
- Allow NECA to access the system for audits to reduce time onsite.



### **END USER**

The End User app, available via a phone or tablet, has the ability to:

- Develop & sign onto SWMS
- Raise personal injury/incident reports, including the ability to take and store photos
- Sign onto Toolbox/Prestart meetings
- Submit leave requests
- Receive notifications of outstanding items
- Access applicable registers, such as PPE issue register
- Directly link to the St John Ambulance website for first aid treatments
- Suggest safety improvements
- Upload relevant training certificates of completion
- Store lists of all licences, certifications & qualifications of each individual staff member
- Complete online inductions.

# Toolbox & Prestarts

- Sign onto Toolbox and Prestart talks
- Records time, date
  & location

### Plant & Equipment

- Servicing & calibration requirements
  - Reminder notifications

### Safety Data Sheets (SDS)

 Access to all hazardous SDS

### Legislation

 Instant access to legislation

## Notifications on Dashboard

- Automatic reminders
  - Green Amber
    - Red

**HSEQ** 

DIGITAL

**HSEQ** 

at Your

**Fingertips** 

### **SWMS**

- Create onsite
- Sign on your phone
  - Email to principal contractor

### Report Incidents & Accidents

• Take photos & email to the office

### Registers

 20 Registers including PPE Issue

### Emergency Numbers

- Easy access to emergency contacts
  - First Aid Treatments

• Ability to sign off on completion of training

**Training** 

 Upload certificates immediately

### **FURTHER INFORMATION**

To find out more about the NECA HSEQ Digital and how it can benefit your business, please contact your local NECA state chapter or visit the website www.hseq.asn.au

Enhancing your business. Advancing our industry.



