

## Caracal HSE Consulting



Caracal HSE Consulting  
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# CORPORATE MISSION STATEMENT

**Our corporate roadmap starts with our mission, which is enduring. It declares our purpose as a company and serves as the standard against which we weigh our actions and decisions.**

**To contribute to the success, create value, and make a measurable difference with our clients by partnering with them to inspire and enhance QHSE business processes, discover innovative solutions, and provide the technical services that are tailored to meet their unique business challenges.**



## Why Caracal?

Caracal Consulting specializes in improving the lives of people who work in your business. Our approach is to focus on your organizations strengths and use a proven and efficient approach to improve workplace performance.

Ray Hopkins is a professional expert in workplace improvement. Big project or small, Caracal brings tangible benefits to you and your company at every step. Whether you need to deploy a system of managing your HSE efforts or a single risk assessment, our objective is to partner with you to achieve your goals. We accomplish this by understanding your business goals, listening and working with the people who can apply the working principles, and evaluate ourselves based upon your success.

## Know - How

Ray Hopkins has collaborated with many of the most respected corporations in the world and worked with them at every level, from the boardroom to the shop floor. This experience and expertise can assist your organization to integrate methods that fit your goals, your industry, and your company's culture.

## Collaboration

The strength of any organization is its people. All Caracal Consultants are certified through the Board of Certified Safety Professionals in Canada.

## The Right Way

We do business wherever you do business, the way you do it. With years of experience utilizing technology and various mediums for managing business processes, Caracal can find a solution that fits your specific business needs.

## VISION STATEMENT

**O**ur vision serves as the framework for the organizations roadmap and guides the many aspects of our day to day business by describing what we need to accomplish in order to continue achieving sustainable, quality growth that directly aligns with our mission.

### People



Be an inspiring place to work where people are valued and they strive to be the best they can be.

### Portfolio



Bring to our customers a portfolio of quality solution sets and associated services that anticipate and satisfy cross functional business needs.

### Partners



Nurture a winning network of customers, suppliers, and independent consulting firms, together we create mutual, enduring value.

### Planet



A corporate group of responsible citizens that make a difference by helping build and support sustainable communities.

### Productive



Be highly effective, lean and a fast-moving organization that is able and willing to share its learnings and transparent actions with the necessary vigil in creating the overall value stream.

# CUSTOMER SERVICE STRATEGY

**At Caracal HSE Consulting our people are the difference. We understand results are all about relationships and we care about our customers and commit ourselves to building long lasting relationships that foster measurable results and continued improvement. This is how we do it.**

**Our Culture:** This defines the attitudes and behaviors that will be required of us to make our Vision a reality.

**Living our Values:** Our values serve as a compass for our actions and describe how we behave in the world.

- Leadership: The courage to shape a better future
- Collaboration: Leverage collective genius
- Integrity: Be real
- Accountability: If it is to be, it's up to me
- Passion: Committed in heart and mind
- Diversity: As inclusive as our partners
- Quality: What we do, we do well

## Focus on the Market

- Focus on the immediate needs of our existing customers with a future view
- Receive and collect information about the market by listening, observing, and learning
- Acquire a world view by aligning with international standards and best practice
- Focus on executing deliverables in the marketplace everyday
- Be persistent and insatiably curious

## Work Smarter not Harder

- Act with a sense of urgency
- Become responsive to change
- Be courageous to change the course when needed
- Work efficiently within teams

# RETHINKING RISK WITH CONNECTED THINKING

**Connected thinking is part of a cultural truth that no one of us is smart as all of us. We know that the HSE management market today is agile, mobile, non-linear and very much empowered.**

## Making the Connection

- Inspire creativity, passion, optimism. And have fun!
- Coming together is our beginning, keeping together is progress, and working together is our continued success

This is how we operate and approach possibility. New ways of working are needed in a world that is working in new ways. Caracal HSE Consulting is working with and partnering with the people who pioneering these new ways – we consider ourselves a hub to vast and unique capabilities, diversely connected to create the kind of multi-dimensional hyper-informed ideation to impact lives in a positive and productive way.

We call this “Rethinking Risk with Connected Thinking” and what it does is nothing short than create magic by bringing the right mix of minds, perspectives and ambition into the same ideation room (versus the same board room model of many agencies).

All in the service of an organizing a network of partners that help clients solve unique business challenges with the opportunity to connect value driven solutions that are repeatable, sustainable, and align with a continual improvement approach.



# SMALL BUSINESS

## HSE MANAGEMENT SYSTEM DEVELOPMENT

The Small Employer Certificate of Recognition (SECOR) program provides an option for employers with 10 or fewer employees to develop a health and safety management system and achieve a Certificate of Recognition (COR) referred to as SECOR (Small Employer Certificate of Recognition). This program is specifically designed to meet the training needs of smaller employers.

A SECOR is issued to an employer whose health and safety management system meets the Partnerships standard. An effective system can support due diligence by the employer and result in reducing the social and financial costs of workplace injury and illness.

Once the health and safety program is developed and implemented the company may submit a self-assessment following the established criteria approved by the certifying partner. Should the employer provide limited documentation, less than one year, a one year SECOR would be considered if the audit passes the 80% threshold. If there are examples of completed documentation representative of a full year a three year SECOR would be issued.

Organizations that achieve a SECOR and are registered in PIR (administered by the WCB) are eligible for an automatic 5% industry rate discount on their annual WCB premiums, which could increase to a maximum of 20% based on claims cost performance as long as a valid COR is maintained.

If your organization grows and the number of employees exceeds ten, your system of management will be designed so the move to the regular COR program will be administrative in effort and not a do over.

The System will contain **8** elements and focus on simplicity.

- **Commitment**
- **Event Management**
- **Risk Management**
- **Operational Excellence**





# MORE THAN 10 EMPLOYEES

## HSE MANAGEMENT SYSTEM DEVELOPMENT

A health and safety management system is a process put in place by an employer to minimize the incidence of injury and illness to workers involved in the operations carried out by the employer. This is accomplished through identifying, assessing and controlling risks and potential risks to workers in all workplace operations. The scope and complexity of a health and safety management system will vary according to the type of workplace and the nature of operations carried out.

A COR is issued to an employer whose health and safety management system meets the Partnerships standard. An effective system can support due diligence by the employer and result in reducing the social and financial costs of workplace injury and illness.

An audit is a comprehensive review of the employer's health and safety management system. To qualify for a COR, the audit must be carried out by a qualified auditor, using an audit instrument that is approved for *Partnerships* use and is accepted by a Alberta Association for Safety Partnerships (AASP). The audit will typically cover the basic elements of a health and safety management system and will include interviews, documentation review and observation techniques.

Organizations that achieve a COR and are registered in PIR (administered by the WCB) are eligible for an automatic 5% industry rate discount on their annual WCB premiums, which could increase to a maximum of 20% based on claims cost performance as long as a valid COR is maintained.

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# ENTERPRISE SOLUTIONS

## FIELD LEVEL RISK REVIEWS

Many medium to large size businesses are looking for new and innovative ways to improve their business. Field level risk reviews combine the following key approaches to understanding areas of strength and areas that may be improved:

**Workplace Observations:** Watching actual work being performed is the foundation of the review process. Photographs are taken to quantify the equipment, tasks, and environmental setting for the work being done that day. This snapshot in time is the starting point for the review process.

**Interviews:** Casual conversation either one on one or in a group setting to determine how hazards are identified, what hazards have been identified, and how they are or will be controlled for the work being performed.

**Documentation:** Reviewing the documentation that is being used to record information about the work being performed or what documentation is available for reference information plays a key role administratively and functionally.

**Assessing the Risk:** Once the field information has been gathered the aspects of the work performed that day is assessed. The structure of the review process aligns with legislative compliance however the report is written in field language. Examples are adequacy of equipment, training certificates, a risk rating is assigned to each coordinate and a rationale for the rating is provided.

Having a new set of eyes on the job using a flexible process to gather and report on information provides a fresh opportunity for the organization to reanalyze key performance criteria. This technique is highly effective and produces results, far too often self-satisfaction especially when accompanied by unawareness of actual dangers or deficiencies can lead to serious incidents/accidents in the workplace.

The risk review process has a dual-fold effect in that it raises awareness through participation in the field and provides a structured report for follow up.



**We all get “used” to things being a certain way each time and unless the obvious comes right out and hits us . . . we can be oblivious to it all. This is state of mind can affect many things such as productivity, quality and safety.**



## ALIGNMENT

An ever increasing number of buyers of services in Canada are recognizing the fact that an organization with an established and effective health, safety, and environment management system tend to be better motivated, have fewer job interruptions and tend to complete the required work on time. Many bid documents ask for a company to have a management system or that preference on bids will be given to a company with a system of management.



**“Opportunity is missed by most people because it is dressed in overalls and looks like work” – Thomas Edison**

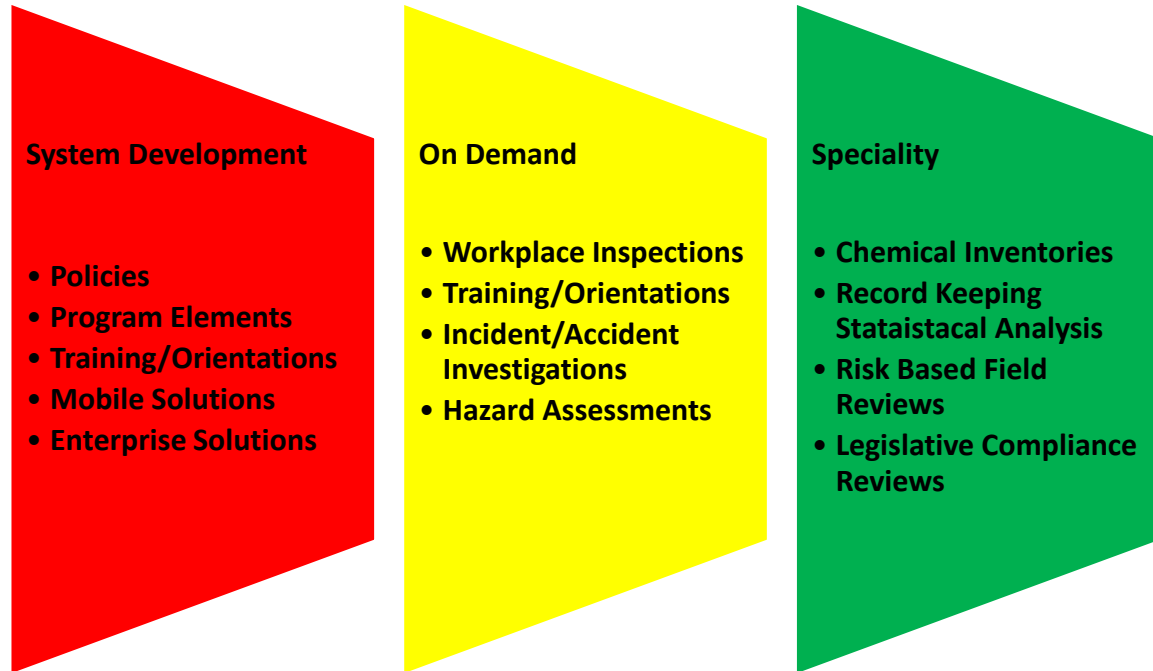
Management Systems provide a framework that allows for the standardization of processes, reducing both the cost of compliance and overall organizational risk, and providing efficient analysis of the performance of HSE management system using consistent business processes.



Simplified workflows allow for flexibility across many certification organizations

# HSE MANAGEMENT SYSTEM SUPPORT

Ideal for small to medium size businesses or enterprise teams who do not require a full time HSE professional but require assistance in any of the following areas:



## Less Can Be More

Support services can be customized to your specific business needs, whether that is system development, on demand or specialty services for a specific project. Monthly on demand services are available for as little as 4.5 hours per month on a regular basis (\$495.00 per month).

Caracal HSE Consulting utilizes experienced HSE consultants who have successfully completed the requirements with Canadian Board of Certified Registered Safety Professionals. This ensures the professional working with your organization understand how management systems function in complex organizations, can assist in the development of a system that is consistent with your company's culture and management style, and designed to achieve continuous improvement in health, safety and environmental management.