

Health & Safety

Employment Law & HR

ISO Systems



ADVISOR

Membership guide



ADVISOR

Welcome

We offer health and safety, HR and ISO memberships to help strengthen your business, whilst ensuring your company works in line with workplace regulations.

SSG's ADVISOR services will give you access to a dedicated team who aim to inspire your business to achieve legal compliance and improve performance. Our structured memberships are available across a range of industry sectors including construction and allied industries, manufacturing, renewable energy, agriculture, food and catering, education, retail and office environments.

Our team is committed to providing a superior customer experience which is professional and friendly, providing practical straight forward advice.

If you would like to find out more information or discuss your options, please contact us on 01752 201616.



ADVISOR MEMBERSHIP LEVELS

Our membership packages are tailored to meet the individual needs of you and your business.

To ensure these packages are beneficial and enable you to get the most out of our ADVISOR scheme, we offer essential and premium memberships.

Our essential membership provides access to fundamental services required by companies with five or more employees. This tier is available for health and safety and HR memberships.

Our premium membership provides additional resources and services that can help you go above and beyond minimum expectations and strive for best practice. This tier is available for health and safety, HR and ISO memberships.

All our members will benefit from preferential training rates on most course bookings and the opportunity to attend our Annual Conference.

ADVISOR

Health & Safety

Our Health and Safety ADVISOR Team will provide direction and support to help you achieve legislative compliance and improve health and safety performance in the workplace.

For more information speak to one of the membership team on
01752 201616



A dedicated Membership Co-ordinator with an understanding of your business to deal with your enquiries promptly and efficiently and to maintain regular contact

Essential ✓ Premium ✓



Act as your retained health, safety and environmental advisor, providing telephone and email support.

Essential ✓ Premium ✓



Membership helpline for all general health, safety and environmental advisor, providing telephone and email support

Essential ✓ Premium ✓



Access to the latest legislative and regulatory information through newsletters, e-bulletins and other membership literature

Essential ✓ Premium ✓



Complimentary attendance at our annual membership conference

Essential ✓ Premium ✓



Preferential training rates on most open course bookings

Essential ✓ Premium ✓



Telephone advice to assist in the completion of SSIP health and safety competency assessments (e.g. CHAS, Altius, Safe Contractor)

Essential ✓ Premium ✓



Initial telephone review to carry out a 20 point Health and Safety Management System check to identify compliance gaps and opportunities for improvement

Essential ✓



Basic set of document templates

Essential ✓



A visit from your assigned consultant to conduct an annual desktop health and safety review and to provide a report detailing findings and recommendations

Premium ✓



A tailored, comprehensive HSE Policy, updated annually to ensure it remains in line with legislative requirements and company activities

Premium ✓



Comprehensive set of document templates and a framework risk assessment

Premium ✓



Development of a health and safety training plan based on a training needs analysis

Premium ✓

Additional services

In addition to above, SSG can also provide a wide range of other services and products including workplace risk assessments, fire risk assessments, CoSHH assessments, safe working procedures, site safety inspections, accident investigations, toolbox talks, training courses, and bespoke consultancy.

ADVISOR

Employment Law & HR

Our HR ADVISOR membership scheme provides direction and support to help you achieve legislative compliance and ensure your business' HR function is working as efficiently and as effectively as possible.

For more information speak to one of the membership team on
01752 201616



A dedicated Membership Co-ordinator with an understanding of your business to deal with your enquiries promptly and efficiently and to maintain regular contact

Essential ✓ Premium ✓



Act as your retained employment law & HR advisor, providing telephone and email support

Essential ✓ Premium ✓



Access to our membership helpline for all general employment law and HR enquiries

Essential ✓ Premium ✓



Access to the latest legislative and regulatory information through newsletters, e-bulletins and other membership literature

Essential ✓ Premium ✓



Complimentary attendance at our annual membership conference

Essential ✓ Premium ✓



Preferential training rates on most open course bookings

Essential ✓ Premium ✓



Access to an online system holding newsletter archives, toolbox talks and document templates

Essential ✓ Premium ✓



Relevant documentation including letters, checklists and policies

Essential ✓ Premium ✓



Annual telephone review to identify compliance gaps and opportunities for improvement

Essential ✓



Annual HR review providing a report detailing findings and recommendations

Premium ✓



A tailored, comprehensive employee handbook to include relevant policies

Premium ✓



Update of existing or design of bespoke new contracts of employment

Premium ✓



Comprehensive set of document templates including letters, checklists and starter documentation

Premium ✓



Project support and guidance to help establish good management practises and an efficient HR function within the organisation

Premium ✓

Additional services

In addition to above, SSG can also provide a wide range of other services and products including: success planning, change implementation, meeting attendance, conflict resolution, training and briefing sessions, bespoke projects and consultancy.

For more information speak to one of the membership team on
01752 201616

Our ISO ADVISOR Team will provide direction and support in building, maintaining and gaining certification to one or all of the following management systems:

- ISO 9001:2015 - Quality Management
- ISO 14001:2015 - Environmental Management
- ISO 45001:2018 - Occupational Health and Safety Management



A dedicated Membership Co-ordinator with an understanding of your business to deal with your enquiries promptly and efficiently and to maintain regular contact

Premium ✓



Act as your retained ISO advisor, providing telephone and email support

Premium ✓



Provision of updates regarding changes to SHEQ legislation and standards via newsletters, e-bulletins and other membership communications

Premium ✓



Access to an online system holding company specific documentation, newsletter and document templates

Premium ✓



Complimentary attendance at our annual membership conference

Premium ✓



Preferential training rates on most open course bookings

Premium ✓



Supply to various customisable template documents, including policies, training matrix and corrective actions register

Premium ✓



Development of a custom-built register of legal and other requirements / compliance obligations

Premium ✓



Quarterly internal audit visits by your assigned consultant, against a customised programme

Premium ✓



Recommendations for continuous improvement of the management system

Premium ✓

Additional services

Selected consultancy services in support of a bespoke system build package:

- Initial gap analysis of the existing management system and system build plan
- Programme of consultancy visits to implement the build plan
- Attendance at first day of Stage 1 Certification audit

In addition to the above, SSG can also provide a wide range of other services and products including: training, waste minimisation projects, energy efficiency audits, SHEQ legal compliance audits, advice on emissions monitoring solutions, attendance at surveillance / recertification audits and bespoke consultancy.

Other available services

Training courses

- NEBOSH
- IOSH
- CITB (SMSTS, SSSTS, HSA)
- Construction Design and Management (CDM)
- PASMA
- UKATA Asbestos
- Safety at Height
- Work Equipment
- Temporary Works
- Manual Handling
- Employment Law and HR
- Mental Health First Aid
- First Aid
- ISO Internal Auditor
- Environmental
- Spill Management
- Fire Safety
- Toolbox Talks
- Bespoke Training Course - on request

Construction services

- Principal Designer, Principal Contractor and Contractor Support
- Construction Site Health and Safety Inspections and Audits
- Construction Phase Plan Development
- Health and Safety File Development
- Risk Assessment and Method Statement Service
- Advice on Pre-Construction Information Requirements
- PQQ / SSIP Advice and Guidance
- Noise Assessments

General services

- Fire, CoSHH and General Risk Assessments
- Workplace Health and Safety Inspections
- Policy Development (HSE, HR)
- Workplace Health and Safety Inspections
- Accident Investigations
- Safe Systems of Work and Workplace Procedures
- Bespoke Projects and Consultancy
- Conflict Resolution
- Change Implementation

OUR 100% GUARANTEE

At the heart of our business is our 5 star customer service promise to ensure that the highest level of care and attention is maintained at all times.

We promise to:

- Provide a friendly and professional service
- Respond to all enquiries efficiently
- Deliver a service that is straightforward and problem free
- Tailor a solution to meet your needs
- Listen, learn and improve on all aspects of our service

If at any point you genuinely feel that we have not delivered in line with your expectations, we guarantee to either fix the problem, offer you an alternative service or equivalent value or give you your money back.





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