

# Removing Hazards in Offices

## Background

Large travel agent with offices based in Bradford and York with telephone call centre. Bradford building of old construction

## Problem

- Needed to give proof to company clients they were safety aware and had a safety consultant acting as their competent advisor
- Had no safety systems in place, as office based thought low risk and not required
- No display screen assessments had been completed
- Totally unaware of fire assessment regulations
- Totally unaware of asbestos regulations

## Outcome

- Introduced safety management system so that it was accurate and tailored to business requirements
- Company fully aware of legal obligations, able to step by step improve systems, continually improving and educating / developing workforce
- Annual audits now taking place and continually improving