Reduce Risk **Reduce Cost** **Increase Productivity**

metaSC - Site Compliance for Facility Managers

Is your department responsible for ensuring that all

- staff and contractors have current valid certificates to work on site?
- all regulatory checks and inspections have been carried out on all your facilities?

Is this a manual, labour intensive, paper based system?

Do you and your staff waste hours chasing information?

The metaSC iCiX Site Compliance solution provides you with a system that is

- efficient
- accurate
- saves you money
- protects & promotes your brand
- reduces your exposure to risk

Site compliance for facility managers can be split into two areas of corporate responsibility;

Site Compliance

Some organisations forget that there is no delegating corporate responsibility for Site Compliance. Even with a third party to manage the facilities, ultimately, the organisation and it's directors is legally responsible for ensuring the workplace is compliant with workplace OH&S regulations.

Collecting the compliance data, certificates of compliance and generating periodic reports can be a nightmare.

The metaSC iCiX solution provides:

- Access to copies of compliance documents posted on the iCiX system by regulatory authorities and contractors. These are stored on a central database and easily accessible to all relevant parties.
- Real-time reporting based on the metadata from each compliance document.
- Corporate wide and facility level reporting
- Compliance warnings e-mailed prior to expiration dates.

Supplier Compliance

Not only do you have to ensure your facility is compliant but also that your contractors who work there are also compliant.

- Public Liability Insurance
- Workers Comp Insurance
- Safe Work Method statements
- and many, many more

Up until now, facility managers have had to spend time chasing for these compliance statements and suppliers have had to spend countless hours sending them to multiple clients.

The metaSC iCiX solution removes this wasted time by providing a secure central area for suppliers to post all relevant compliance documents which can then be accessed and reported on electronically, by the relevant facility managers.

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Site Compliance

Annual statements
- Annual Audit
- Fire Safety
- Risk Management Plan
- Evacuation and Disaster Recovery
- Business Continuity

Cooling Towers and Condensing Water Systems
- Registration
- Maintenance Log
- Issues Log
- Legionella testing

Lifts and Escalators
- Registration
- Maintenance Log
- Issues log

Building Maintenance Units
- Anchor points Annual certification
- Maintenance Log

Compactors
- Maintenance log
- Issues log

Fire and Safety
- Monthly tests of alarms
- Evacuation tests
- Fire extinguisher maintenance

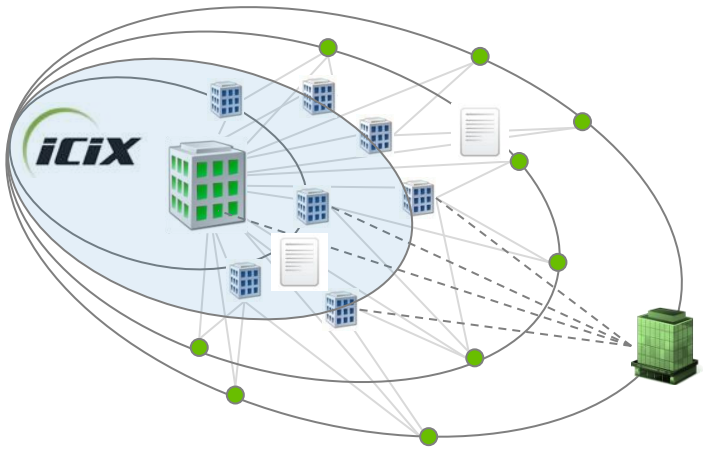
Other
- Hazardous Substances Report
- Disabled Access
- Noise audit
- Land Contamination
- Air Quality
- Waste water Management
- Storm Water Management
- Working at Heights

How does it work?

metaSC iCiX is a Software as a Service solution that sits in the cloud.

Each metaSC iCiX member obtains their own site in the iCiX secure environment, where they can place compliance related information and certificates. Once placed in the iCiX environment, access to the information is controlled by the site owner.

Facility managers create a private network of iCiX sites, one for each facility and regulatory bodies can post certificates directly into the relevant sites.



metaSC iCiX stores compliance information in two ways:

- scanned copy of the document or certificate
- metadata, e.g. type, certificate number, issued date, expiry date, etc

Storing the metadata allows iCiX members to generate real time compliance reports for their facilities.

Supplier Compliance

Insurance
- Workers Compensation
- Public Liability
- Product Liability
- Motor Vehicle
- Mobile Plant

OH&S
- Safe Work Methods
- OH&S Policy
- Fatigue Policy
- Quarterly Incident Reports
- Incident notification Plan
- Project Safety Plan

Quality
- Quality System Accreditation
- Environmental Policy
- Quality Plan

Induction
- Record of Induction
- Induction Renewal

Contractors Licences and Accreditations
- Drivers Licence
- Heavy Vehicle licence
- Working at Heights
- Working Near Overhead Powerlines
- Confined Space Training
- Traffic Controller

Immigration
- Work Permits

Certificates of Competency
- Forklifts
- Rigging
- Crane operator
- Loaders
- Scaffolding

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Powered by

iCiX Managing Risk, Compliance & Standards

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