



# RISK & SAFETY PLUS

*The science of compliance*

## PROPA™ - the details

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### **The options**

#### **PROPA™ Lite**

This is the entry point and includes:

- An Integrated Management System policy
- Risk and Safety Management processes
- Business Continuity processes

The initial subscription includes these elements ready for you to input your organisation's information.

#### **PROPA™ Venture**

This commences with a consultancy element that allows the online intelligent operations manual to be tailored to your business. You can have modules covering a variety of business processes in addition to those that are offered as part of PROPA™ Lite and the whole system is flexible and extends to meet your operational needs.

These can include:

- Quality
- Environmental
- IT Data security
- Investment in People (IiP)
- Human Resources,
- Sales and marketing,
- Financial,
- Operations,
- Clinical,
- Facilities management
- ... and others as required

#### **PROPA™ Enterprise**

PROPA™ Enterprise is used to design a workflow that supports the process. Business is driven by process, which in turn supports strategy. PROPA™ guides your business to achieve Key Performance Indicators in a repeatable, predictable and measureable manner and uses a structured approach that leads onto other benefits in training, audit and compliance, not just for one area but throughout the business.



PROPA™ Enterprise is proactive; it looks at all the steps involved in managing all aspects of your operation and delivers training and awareness as preventative measures.

## What will PROPA™ do?

Enable you to:

- Streamline your processes to add value to all your operations.
- Integrate your risk management with business improvement.
- Make life easier because all the information is centralised, visible to all and presented in an easy to understand format.
- Save money by increasing efficiency and effectiveness and, therefore, streamlining operations
- Increasing profit by increasing productivity, reducing time scales and helping to design automated activities.
- Highlight non-compliance issues – see at a glance what needs to change, as part of your normal business processes; it's built in.
- Facilitate change processes in a structured way.
- Achieve Standards accreditation – e.g. ISO, BS, IIP when you wish to.
- Enable third party approvals – such as CHAS, Constructionline, etc.
- Assist in the defence of Civil claims and Criminal enforcement.
- Facilitate discounts from your insurance company.

## Benefits of Business Continuity Management

It is important to understand the benefits of Business Continuity Management and PROPA™ ensures:

- Protection of shareholder value
- Reduction in exposure to particular risks by methodical risk identification
- Improved understanding of the business through risk analysis
- Operational resilience from implementing risk reduction
- Reduced downtime when alternative processes and workarounds are identified
- Compliance issues can be identified and managed for alternative processes
- Vital records can be maintained and protected



- Allow review of Health & Safety legislation and Duties of care to create appropriate action planning.
- Improved operational effectiveness through a business improvement process.
- Better organisational resilience by designating alternative people to support key processes and by defining and documenting recovery processes
- Protection of both the tangible (e.g. financial and physical) and intangible (e.g. knowledge and brand) assets of the business
- Preservation of markets by ensuring continuity of supply
- Improved security
- Avoidance of liability actions

Today good Business Continuity Management is not about being forced into taking action to address external pressures; but is about recognising the positive value of Business Continuity with good practice embedded throughout your organisation.

## How PROPA™ works

Once you are subscribed you will be given access to a website with your own protected password, pre-configured with

- An Integrated Management System Policy
- Risk and Safety Management processes
- Business Continuity Management processes

All you have to do is to select the process from the dashboard and follow the flow diagrams, entering the relevant information or printing out the documents/templates provided.

PROPA™ Lite will:

- Assist you to identify compliance issues
- Highlight training needs
- Identify issues for investigation
- Mapping the end-to-end process PROPA™ delivers a tool to analyze risk areas before an event and has the capability to actively change a process to mitigate risk and deliver quality data for business operations. An application does not do that, it logs and reports after events.

PROPA™ Venture and PROPA™ Enterprise require a consultancy process to develop the package to your organisation's requirements.

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**Call Risk and Safety Plus on 0845 430 9461 for more information or to book a demonstration.**

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