

**GET COMPLIANT  
GET REWARDED  
GET SAFETYWALLET**



# ABOUT SAFETYWALLET

The SafetyWallet membership programme encourages and rewards employers for being compliant to the Occupational Health and Safety Act, all other relevant Legislation, Regulations, Standards and Metropolitan / Municipal Bylaws relating to Occupational Health and Safety within the workplace.

We help you understand how compliant you are, provide tools and support to ensure you can improve your Health and Safety compliance whilst offering great rewards to motivate you along the way.

## **Our Mission**

To encourage and reward employers for being committed to Health and Safety by supporting and providing the organisation with a total Health and Safety Solution, whether it be internally or through the SafetyWallet Partners programme.

## **Vision**

A cost effective, compliant Healthy and Safe work environment benefiting all employers in all industries within the South African economy.

## **In Partnership with:**





**INCLUDED** in the **SafetyWallet** membership fee are the following benefits:

1. Membership Certificate.
2. OHS Online Cloud Based Health and Safety Management System.
3. 26 Health and Safety E-learning Training modules.
4. 1200 (continually growing) Task Templates with associated Hazards and Risks to the specific task.
5. Legal appointment letter templates available in accordance with current legislation.
6. 46 Inspection checklists can also be done via the OHS online mobile app that is easily downloaded onto any android mobile device.
7. Contractors control and management support.
8. Toolbox talks.
9. Safety alerts.
10. Weekly Legislative updates on applicable legislation.
11. Telephonic support on all Health and Safety matters pertaining to your company.
12. Workman compensation compliance verification and applications for rebates.

## HOW TO GET TO YOUR SAFETYWALLET REWARDS:

By becoming a member of one of the four SafetyWallet membership reward circles namely :

- Friend Circle
- Family Circle
- Champion Circle
- Pinnacle Club

You immediately qualify for the specific Reward discounts as per the specific membership circle you join.

Once your annual Health and Safety Compliance audit is done, your SafetyWallet Compliance level Rewards can be activated. This is based on what your current compliance status is, as determined by the outcome of your Health and Safety Audit.

A detailed report with the Executive summary of your compliance audit will highlight what your next step will be in order to increase your Health and Safety Compliance. By increasing your compliance, you lower your risk and ensure more lucrative rewards.

SafetyWallet is only one click away. Should you need assistance, at any given moment, on any Health and Safety services available, don't hesitate to give us a call for professional assistance and advice

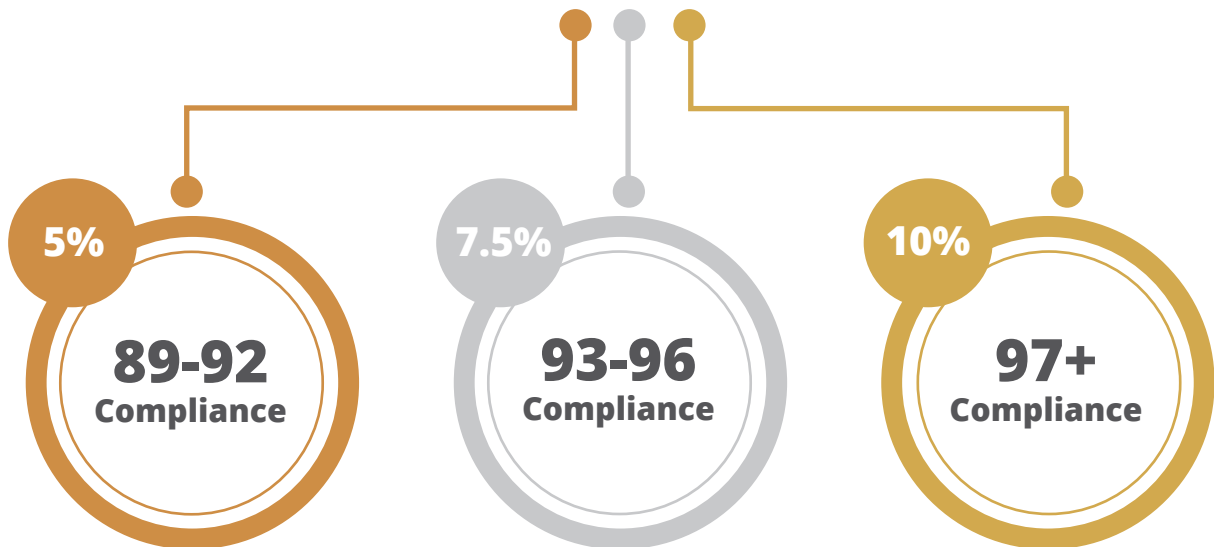
# MEMBERSHIP REWARD STATUS

How the reward programme works and how to calculate your discount levels.

	<b>Friend Circle</b>	<b>Family Circle</b>	<b>Champion Circle</b>	<b>Pinnacle Club</b>
<b>Membership monthly fee</b>	R650	R1 300	R2 500	R3 500
<b>**Discount Reward on Annual Audit</b>	80%	80%	80%	80%
<b>Safety Wallet Reward</b>	25%	30%	35%	40%

\*\*Discount apply to only one Health and Safety Compliance Audit per 12 month cycle.

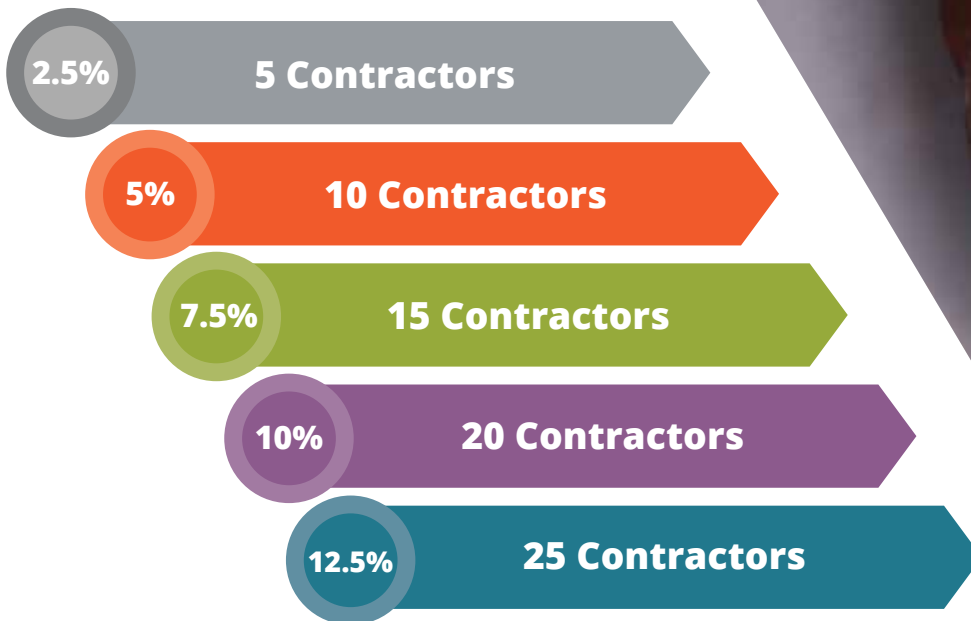
## COMPLIANCE LEVEL REWARDS



# CONTRACTORS REWARDS

Additional SafetyWallet Rewards can be achieved based on the number of your contractors who become members of SafetyWallet.

You will enjoy more SafetyWallet Rewards at each level of your Compliance, Contractors Control and the more compliant you get the HIGHER your Rewards.



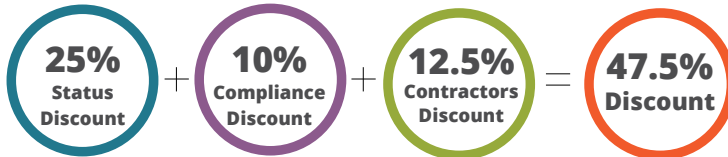




# HOW DOES YOUR REWARD DISCOUNT WORK?

Example of Membership Circle Rewards Discount progression:

## Friend Circle



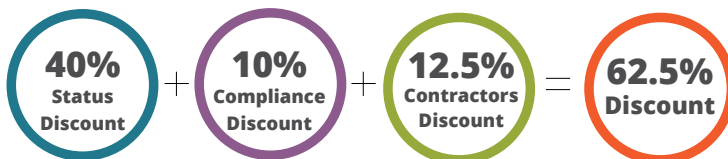
## Family Circle



## Champion Circle



## Pinnacle Club



Every time you take a step to understand or improve your Health and Safety Compliance, by controlling your risks in the work place and having all, having all your administrative legal requirements in place as well as having all training and inspections done, you qualify for even bigger Rewards.

SafetyWallet Rewards are calculated using the Membership Rewards Status, Compliance Level Rewards and the number of your Contractors as members with SafetyWallet.

The examples above are based on maximum utilization of the SafetyWallet Rewards for compliance and contractors

# SERVICES

## **AVAILABLE UNDER THE SafetyWallet MEMBERSHIP**

The following services are available to all SafetyWallet members. The reward discount to each one of the services is dependent on - which membership circle you are in, your Compliance Status and the amount of contractors you have, that are SafetyWallet Members.



## **Statutory Requirements**

- Occupational Health and Safety Act Booklet
- Occupational Health and Safety Act (OHS Act) Wall Chart
- OHS Act General Machinery Regulations 1988 Schedule D Wall Chart
- Basic Conditions of Employment Act Wall chart
- Employment Equity Act Wall Chart
- Tobacco Act Wall Chart
- Compensation for Injuries and Diseases Act Wall Chart
- Legal Register - Health and Safety Legal Register (ISO450001)

## **Policy**

- Health and Safety Policy - Development
- Smoking Policy - Development
- Intoxication and Using Drugs on Duty Policy - Development
- Dreaded Diseases Policy - Development
- Contractors and Visitors Control Policy - Development
- Injuries on Duty Policy - Development
- Communication - Communication of all Policies

## **Procedure**

- Development of Risk Assessment Procedure
- Development of Incident Reporting Procedure
- Development of Lock Out Tag Out procedure
- Development of Permit to Work Procedure
- Development of Hot Work Procedure
- Development of Working at Heights Procedure
- Development of Contractor's Management
- Development of Emergency Procedure (including Response Plan)

## **Appointment Letters**

- Setting up a Health and Safety Appointment Register
- Drafting of Health and Safety Appointment Letters
- GMR Application

## **Committee**

- Health and Safety Committee Nomination forms - Development
- Health and Safety Committee Agenda - Development

## **Risk Assessment**

- Task Based
- Baseline
- Review and Update Risk Assessment
- Communicate Procedures and Risk Assessment
- Work Instructions Development
- Safe Operating Procedures Development
- Job Safety Observation Checklist Development

## **Hazardous Chemicals (MSDS)**

- Register Development
- Source MSDS Documents
- Capture

## **Inspections**

- Survey for Inspection register
- Setting up of Health and Safety Inspections

## **Emergency Evacuation**

- Drafting of Evacuation Floor plans
- Development of Emergency Drill Templates

## **Contractor Management**

- Development of a Contractor Register
- Development of 37.2 Agreements
- Development of Contractor Pack
- Development of Contractor Vetting Procedure
- Develop Contractor Vetting Score document
- Develop Contractor Site File

## **Incident Management**

- Develop Incident Reporting Procedure
- Setup of Incident Register of previous incidents
- Development of a First Aid Reporting Document
- Report, Capture and Close claim less than 3 days
- Report, Capture and Close claim between 3 & 13 days
- Report, Capture and Close claim more than 14 days
- Generate Reports on Incident Statistics

## **WCA / RMA / FEMS**

- New Company Registration
- Annual Return of Earning Submission
- Letter of Good Standing
- Nature of Business Inquiry
- Submission of Banking Details or changing of Banking Details
- Instalment or Payment Plan

## **Communicate**

- Health and Safety Policy
- Smoking Policy
- Intoxication and Using Drugs on Duty Policy
- Dreaded Diseases Policy
- Contractor and Visitor Policy
- Injury on Duty Policy
- Emergency Procedure and Emergency Response plan

- Incident Reporting Procedure
- Safe Operating Procedures
- Work Instructions
- Area Specific Safety Instructions
- Job Safety Observation Checklist
- First Aid Reporting Document
- Risk Assessment Procedure
- Lock Out Tag Out Procedure
- Permit to Work Procedure
- Hot Work Procedure
- Working at Heights Procedure
- Contractors Management

## **Inspections**

- Monthly Inspections (including control measure checklist)
- Bi-Monthly Inspections (including control measure checklist)
- Quarterly Inspections (including control measure checklist)

## **Consulting**

- Health and Safety Consulting
- Verifying Corrective Action before closing it on OHS Online
- Ad hoc Health and Safety Compliance Audit
- Ad hoc Task Based Risk Assessment
- Ad hoc Baseline Risk Assessment
- Root Cause Incident Investigation
- Job Safety Analysis
- Department of Labour Inquiry
- Client /Supplier or Contractor Meeting
- Emergency Drill
- Compile Emergency Drill Report

## Training

- Developing a Health and Safety Training Matrix
- Health and Safety Induction Training
- Contractors Health and Safety Induction Training

## Training - Short Courses

- Occupational Health and Safety Act for Management
- Health and Safety Representative
- Risk Assessment
- Accident Incident Investigation
- Basic Fire Fighting
- Contractor Control Management and Permit to Work
- First Aid
- Occupational Health and Safety Act
- Health and Safety Inspector
- Accident Incident Investigator
- Firefighter
- Advance Health and Safety Representative
- Occupational Health, Safety and Environmental National Certificate
- Safety Inspector National Certificate

**These service offerings may change according to the needs our members may have in ensuring their compliance and rewards within SafetyWallet**



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