

A contractor's guide to Worksafe PQQ

A free guide from
our experts





Welcome to Smas Worksafe – the PQQ edition!

Find out more about our certification scheme that meets modern contemporary compliance requirements

We're Smas Worksafe – one of the UK's leading providers of Health & Safety assessments and a national leader in providing Safety Schemes in Procurement (SSIP) accreditation.

We help contractors like you show they're working to Health & Safety standards through a simple, speedy accreditation process. But we don't stop there! We also help businesses in achieving higher standards of practice through Worksafe PQQ, so you can showcase your business as reliable, ethical, and sustainable, setting you apart from the competition. Plus, our Worksafe PQQ certification demonstrates

compliance with modern contemporary compliance requirements.

Gaining Worksafe PQQ accreditation makes tendering for new business much easier and puts you in front of some of the biggest construction businesses and housebuilders in the UK.

In this guide we'll cover all the must-know essentials about PQQ accreditation and what to get in place ready for your assessment. You'll be one step ahead and set for PQQ success, so let's jump right in.

What is Worksafe PQQ?

Worksafe PQQ builds on the foundations of SSIP accreditation so you can show you've achieved industry-leading best practice in a range of compliance areas as well as Health & Safety.

Whilst it may not be as rigorous as the Common Assessment Standard, it's an ideal step up for organisations transitioning from a Health and Safety certification (SSIP) to a scheme that demonstrates broader compliance with contemporary supply chain requirements. Worksafe PQQ serves as a practical bridge, easing your way towards comprehensive compliance.

These additional areas of compliance are in line with modern contemporary compliance requirements. This is great because when you achieve Worksafe PQQ accreditation, you can be confident your business can bid on work that uses modern contemporary compliance requirements. This will help you stand out in tenders and put your business forward for bigger and better opportunities.

Don't worry, we understand that every business is unique! That's why the evidence you're asked to provide for these areas will be tailored to the size and scope of your business. So, if your business is on the smaller size and employs fewer than five people, you won't need to provide the same level of evidence as a larger company.

Plus, the evidence you provide for the quality and environmental sections will be reviewed by our in-house experts. We'll then make recommendations to make sure your business meets the highest standards of practice. And if your business is starting from scratch on any of these areas, they'll be plenty of handy templates and resources available for you to use in your online account on our portal.

These areas cover:

- ✓ Environmental management
- ✓ Quality management
- ✓ Anti-bribery and corruption
- ✓ Modern slavery
- ✓ Financial and business standing



Environmental management

One of the key areas we'll look at is how your business considers and reduces its environmental impact. Environmental management is really important for all businesses and involves the efficient use of resources and the reduction and disposal of waste. You'll be expected to provide your business' policy statement of intent for environmental management.

Many clients look at the environmental quality of their supply chains. If you can showcase your efforts in reducing your environmental impact, you'll not only stand out from the competition but also win over environmentally conscious clients. It's a win-win!



Time-saving tip

When completing your Worksafe PQQ accreditation, certifications like ISO 9001 and ISO 14001 will cut down on the number of responses needed.

These can also be used as evidence of your capability for jobs during the tendering process.

Quality management

You'll need to show your business is reliable so having good quality management procedures in place shows that your business is committed to providing a quality service and product. You'll give clients confidence that the work you carry out will be completed to a high standard and this can give you a competitive edge when it comes to winning tenders.

We'll want to see your business' policy statement of intent for quality management. You'll also be expected to provide evidence of any arrangements your business has in place to manage effectiveness, information and training, performance reviews, and supplier/contractor management. This could be in the form of policies, procedures, documented records, templates or meeting minutes.



Did you know?

According to the HSE (Health and Safety Executive), in 2022/23 35.2 million working days were lost due to work-related illness and workplace injury. Having good Health & Safety and quality management procedures can help prevent this!

Financial and business standing

Giving information about your business' financial status helps to show potential clients that your business is stable.

You'll be expected to provide evidence such as your financial and insurance details. You'll also need to cover information relating to any enforcement actions, civil or criminal court actions, investigations or claims.



Anti-bribery and corruption

You'll be expected to have an anti-bribery and corruption policy and show you take adequate steps to prevent bribery and corruption in your business. An anti-bribery policy sets out rules and regulations for how your employees should handle potential bribes. Your policy should be appropriate to the level of risk your business faces. It should include your approach to reducing and controlling the risks of bribery, rules about accepting gifts, guidance on how to conduct your business (such as negotiating contracts), and

rules on avoiding or stopping conflicts of interest. Having strong procedures in place will reduce any risks associated with corruption. It's all about keeping things transparent and above board!

With good practices in place, it will help you combat bribery and reduce the risk of it occurring in your supply chain. It also promotes an ethical culture in your business and shows you're demonstrating industry best practice.

Showing your commitment to these areas will give clients peace of mind that your business is making ethical choices. Clients will also want to reduce risk, so you'll also been seen as safer to work with.

Modern slavery

Making sure your workforce is treated fairly and is not being exploited is not only a requirement, it helps you avoid risk and educate your supply chain.

You'll need to show you have a modern slavery policy in place and the steps you're taking to help eradicate modern slavery.

Your policy statement should describe your company's activities, set out your company's intentions toward tackling slavery and show transparency in your businesses and supply chain. Remember to highlight who is responsible for the policy and publish the statement on your company website (or make it available on-demand).





What are the benefits of Worksafe PQQ?



Win more work

Forget piles of paperwork – completing multiple PQQs can be a time-consuming task but with Worksafe PQQ you can save time and money with all the information required in a PQQ in one go. You can tender for a wider range of contracts and boost your chances of winning more work.



Tick more boxes

As well as being a real time saver, Worksafe PQQ will help you get everything up to scratch and make sure your business is ready to secure opportunities that come your way.



Be more competitive

With an effective quality management system in place you'll boost the consistency of your output and improve efficiency in the delivery of your products and services, so you'll reduce costs from errors and improve your reputation. Good quality management also improves supplier performance and boosts employee engagement and morale.



Do your bit for the environment

With a good environmental management system, you'll reduce the impact of your business on the environment, cut your carbon footprint and improve sustainability. You'll also save costs with better resource and waste management.

And with quality and environmental management systems in place you're more likely to have better legal compliance and reduce your insurance costs.

Get everything in place with Smas Worksafe, we're ready when you are.

Psst - New to these extra areas of compliance? We've got your back.

When you upgrade to our additional service, **Assist** we'll help create bespoke documents tailored to your business, ideal if you're looking at these areas for the very first time. We'll take care of the worry so you can get on with the work.

Smas Worksafe – proud to support businesses across the UK

If you're going through the Worksafe PQQ assessment for the first time, we know it can feel daunting. We hope this guide has given you an insight into what to expect and if you've still got questions don't worry – help is at hand.

As one of the UK's leadingSSIP providers, we've helped thousands of contractors show their commitment to workplace safety. Big or small, whatever the size of your business, we'll support you to achieve Worksafe PQQ accreditation so you can get recognised nationwide and open up a world of opportunities for your business.

Whether you're ready to go for it or you're still not sure and would like some more advice, just get in touch and we'll have a chat. You can call us on **01752 697370** or email **info@smasltd.com**.