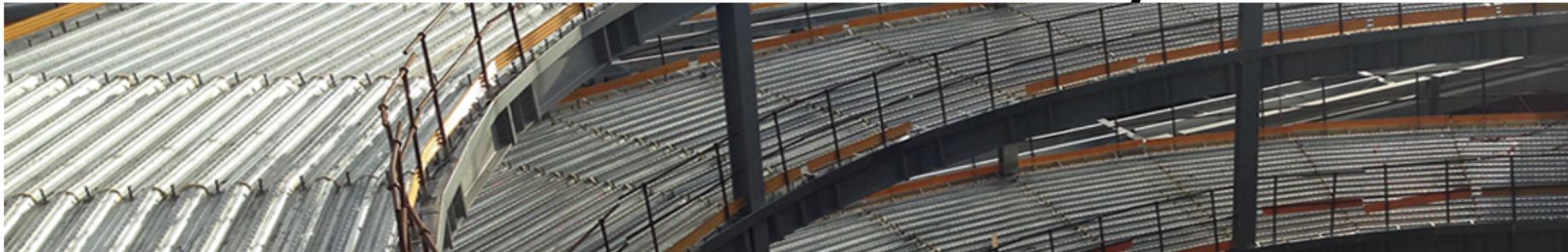


Setting the profile for excellence

# Membership & Annual Health, Safety, Environmental & Quality Audit



### **Introduction**

Prior to any company wishing to join UKMDA, the trade association for the "fall arrest & safety equipment training", the company will undergo a "Membership Audit" prior to being approved and 12 months following admission to membership. All existing UKMDA members will undergo a full audit every 24 months, with a desktop audit in the interim years.

This additional audit was designed to provide information to the UKMDA Board that their members remain committed to achieving the high standards for which they had demonstrated previously.

In addition to the Construction Design & Management Regulations 2007 the UKMDA Audit will identify UKMDA Minimum Standards in addition to financial, quality, environmental and UKMDA Best Practice audit questions, therefore making this audit all encompassing.

### **UKMDA Commitment**

UKMDA state that "Membership is a 'must' for all those involved in the Safety Net and Fall Arrest Industry, with many Clients and Principal Contractors no insisting on UKMDA membership as part of their pre-qualification process".

The UKMDA Board believes as a minimum all members will meet its legal obligation and the Audit Process will be used to assist individual members to strive for excellence.

### **Declaration**

To ensure that the audit is a true reflection of the members being audited, UKMDA Advocates that:-

1. No member shall use their findings to promote their business over that of another UKMDA Member
2. The audit findings and any follow up correspondence will only be viewed by the UKMDA Board
3. UKMDA will not disclose the audit findings or any other member or to third party organisations i.e. Clients / Principal Contractors

It is with this code of conduct the UKMDA Board's declaration is signed by the Secretary and Chairman.

**Signed:** \_\_\_\_\_  
Tony Seddon  
UKMDA Secretary

**Signed:** \_\_\_\_\_  
Joe Gaughan  
UKMDA Chairman

### Audit Criteria

The Auditing organisation / auditor appointed by the UKMDA Board shall only provide correspondence with the audited company / member and the UKMDA Board.

The content of the audit conducted by the Auditing organisation shall be one agreed by the UKMDA Board at the time of the audit.

### UKMDA Minimum Standards

The UKMDA Board has agreed that every member shall meet the UKMDA Minimum Standard as outlined in this document.

The UKMDA Minimum Standards are identified throughout the audit which are in most cases, legal minimum standards that an organisation must comply with and meet the statutory duties.

### UKMDA Audit Scoring System

Within each element of the audit there are 4 standards for which a company / member can achieve:-

0 points	<b>Poor, below the UKMDA Minimum Standard</b>	Performance below the UKMDA Minimum Standard
1 point	UKMDA Minimum Standard	Demonstration that the company meets the UKMDA Minimum Standard
2 points	<b>Good, above the UKMDA Minimum Standard</b>	Demonstration that the company has achieved a standard higher than the UKMDA Minimum Standard
3 points	<b>Excellent</b> in that particular discipline	A standard that the company has shown to be exemplary and one for which other members should aim to achieve

### Non Compliance Issues

Where the auditor identifies an area of non compliance they will raise a non conformance notice depending on the severity, i.e. CAT 1 or CAT 2.

#### **CAT 1 "Major non-conformance"**

This non compliance will be raised if the company or member fails to comply with a UKMDA Minimum Standard.

If a CAT 1 non conformance notice is raised the company will be given 30 days to provide written confirmation that the company has now corrected the major non conformance and achieved the UKMDA Minimum Standard.

Upon receipt of this follow up information the UKMDA auditor will determine if compliance has been met, or that a re-audit of that non-conformance is required.

If in the opinion of the auditor, the CAT 1 notice has not been closed out, the auditor will inform the UKMDA Board who will write to the company / member and inform them of the action the UKMDA Board will take. This may include the company being re-audited within a 90 day period or an existing members UKMDA membership being suspended and logged on the UKMDA Members website page accordingly.

#### **CAT 2 "Minor non-conformance"**

A minor non-conformance will be raised if the company or members own procedures show a weakness which shows that the UKMDA minimum standard has not been met.

Upon issuing a minor non-conformance notice, the company will have 30 days to provide evidence to the UKMDA auditor of the corrective action that has been taken.

Failure to provide satisfactory evidence will result in the non-conformance being escalated to a CAT 1 for which a further 30 days will be allowed for the corrective action to be closed out.

If in the opinion of the UKMDA auditor the (now re-classified) CAT 1 non-conformance notice has not been closed out, the UKMDA Board will be notified and will write to the company / member and inform them of the action the UKMDA Board will be taking. This may include the company being re-audited within a 90 day period or an existing member's UKMDA membership being suspended and logged on the UKMDA Members website page accordingly.

### **CAT 3 "Observation Notice" - Raising the Bar**

During the audit, the auditor will be encouraged to recommend ways in which the company or member can improve their performance.

For this, the auditor is encouraged to raise a CAT 3 observation notice during each audit. Therefore an observation notice is not a non-conformance notice and does not require feedback to the UKMDA Board.

Upon receiving an observation notice, the company or member may decide not to implement the recommendation and this will not be seen as a failure by the company, unless in future audits the UKMDA Board make the proposed standard a UKMDA Minimum Standard.

### **Suspension of UKMDA Membership**

In the event that the member has not satisfactorily signed off the CAT 1 non-conformance notice, the company may have its UKMDA Membership suspended. The discussion to suspend the member can only be made by the agreement of 2 members of the UKMDA Board (one of which must be the Chairman) and the auditor.

A member of the appeals committee may not preside over a review of his own company. In this case another Board Member will take his place.

## **Appeals**

Prior to any member having their UKMDA Membership suspended and the suspension logged on the UKMDA website, the member company can apply in writing and appeal within 14 days of receipt of a suspension letter issued by UKMDA. Receipt will be deemed to have occurred two working days following posting.

The UKMDA Board will arrange within 21 days (upon receipt of the appeal) a meeting at the member's premises. The meeting is for the member to "state their company's case". The appeal committee will consist of the 3 members, these being:-

- The UKMDA Chairman & The UKMDA Auditor
- An additional member of the UKMDA Board and / or a UKMDA Committee Chairperson
- In addition the company lodging the appeal can nominate another UKMDA Member to accompany them if they wish

An appeal launched to argue a CAT 1 notice shall be heard free of charge whilst an appeal brought by a member company to appeal against a CAT 2 notice or a specific grading in categories shall command a charge of £500 plus VAT to cover the additional expense incurred by UKMDA.

## **Useful Information**

The following websites may be helpful in providing further information to help meet or improve individual company standards, procedures or policies:-

- Guidance on writing a H&S Policy and preparing your company Risk Assessments - [www.hse.gov.uk/risk/risk-assessment-and-policy-template.doc](http://www.hse.gov.uk/risk/risk-assessment-and-policy-template.doc)
- The Institute of Directors guidance on effective leadership for Company Directors - [www.hse.gov.uk/pubns/indg417.pdf](http://www.hse.gov.uk/pubns/indg417.pdf)
- Obtaining information on mobile elevating platform training for managers and workers - [www.ipaf.org](http://www.ipaf.org)
- How to obtain a CSCS Certificate of Commitment or register for a CSCS card - [www.cscs.uk.com](http://www.cscs.uk.com)
- How to assist you in ensuring your contractors are competent - [www.ssiip.org.uk](http://www.ssiip.org.uk)
- Guidance on completing a Drug & Alcohol Policy - [www.hse.gov.uk/pubns/indg240.pdf](http://www.hse.gov.uk/pubns/indg240.pdf)
- 'Health for Work' advice line for businesses pilot ends March 2011 - [www.health4work.nhs.uk](http://www.health4work.nhs.uk)
- Asbestos Awareness Training - Regulation 10: Control of Asbestos Regulation - [www.opsi.gov.uk/si/si2006/20062739.htm#10](http://www.opsi.gov.uk/si/si2006/20062739.htm#10)
- Environmental Guidance - [www.environmentalpolicy.org.uk](http://www.environmentalpolicy.org.uk)



# Membership & Biennial Health, Safety, Environmental & Quality Audit Part 1 - General

Name of Auditor: Tony Seddon

Date: \_\_\_\_\_

Company / Member  
Company: \_\_\_\_\_

Tel: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Name of representative: \_\_\_\_\_

Position held: \_\_\_\_\_

Name of Managing Director: \_\_\_\_\_

Names of all Directors: \_\_\_\_\_ / \_\_\_\_\_  
\_\_\_\_\_ / \_\_\_\_\_

YES	NO

Has any Director been subject to criminal or civil court action or is there any ongoing or pending court action against individuals or the business? If Yes - further details must be supplied to the UKMDA Board prior to recommendation.

Current UKMDA Membership No. if applicable: \_\_\_\_\_

Issue date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_



# Membership & Biennial Health, Safety, Environmental & Quality Audit

## Part 2 - Financial & Legal

### 1. Employee Numbers

- |   |                      |
|---|----------------------|
| 1.1 Number of directly employed management and clerical personnel | <input type="text"/> |
| 1.2 Number of directly employed off site personnel                | <input type="text"/> |
| 1.3 Number of directly employed site personnel                    | <input type="text"/> |
| 1.4 Number of self employed management and clerical personnel     | <input type="text"/> |
| 1.5 Number of self employed off site personnel                    | <input type="text"/> |
| 1.6 Number of self employed site personnel                        | <input type="text"/> |
| 1.7 Number of subcontractor netting personnel                     | <input type="text"/> |
| 1.8 Number of directly employed trainers                          | <input type="text"/> |
| 1.9 Number of freelance trainers                                  | <input type="text"/> |

### 2. Financial

- |  |                      |
|--|----------------------|
| 2.1 Confirmation that the company's employee payroll has been observed by the auditor for the previous 6 months                                  | <input type="text"/> |
| 2.2 Confirmation that payments to self employed workers and sub contractors have been viewed by the auditor for payment over the past six months | <input type="text"/> |

### 3. Accounting

Has the member company filed statutory accounts within the required timescale? <i>(If NO then a CAT 1 Notice is to be raised)</i>	<table border="1" style="margin-left: auto; margin-right: auto;"> <tr><td style="padding: 2px;">YES</td><td style="width: 40px; height: 15px;"></td></tr> <tr><td style="padding: 2px;">NO</td><td style="width: 40px; height: 15px;"></td></tr> </table>	YES		NO	
YES					
NO					
Company Registration / Dun & Bradstreet Number	<input style="width: 100%;" type="text"/>				
Company Unique Tax Reference Number	<input style="width: 100%;" type="text"/>				
Company VAT Certificate Number	<input style="width: 100%;" type="text"/>				
Company CITB Regulation Number (if applicable)	<input style="width: 100%;" type="text"/>				
	<table border="1" style="margin-left: auto; margin-right: auto;"> <tr><td style="padding: 2px;">N/A</td><td style="width: 40px; height: 15px;"></td></tr> </table>	N/A			
N/A					

*(If the company does not hold any of the above details then a CAT 1 Notice is to be raised)*

#### 4. Insurance Details

Employer Liability Insurance

Limit: £ \_\_\_\_\_

Certificate Number: \_\_\_\_\_

Expiry Date: \_\_\_\_\_

YES	NO

Public Liability Insurance

Limit: £ \_\_\_\_\_

Certificate Number: \_\_\_\_\_

Expiry Date: \_\_\_\_\_

YES	NO

Vehicle Insurance

Certificate Number: \_\_\_\_\_

Expiry Date: \_\_\_\_\_

YES	NO	N/A

Professional Indemnity Insurance

Limit: £ \_\_\_\_\_

Certificate Number: \_\_\_\_\_

Expiry Date: \_\_\_\_\_

YES	NO	N/A

Contractors All Risk Insurance

Limit: £ \_\_\_\_\_

Certificate Number: \_\_\_\_\_

Expiry Date: \_\_\_\_\_

YES	NO	N/A

Operators License Certificate

Certificate Number: \_\_\_\_\_

Expiry Date: \_\_\_\_\_

YES	NO	N/A

*(If the company does not hold any of the applicable certificates above then a CAT 1 Notice is to be raised)*

## Membership & Biennial Health, Safety, Environmental & Quality Audit Part 3a - Health & Safety - General

*(if the company or member fails to achieve the UKMDA Minimum Standard highlighted in the shaded box within each question, this will be noted as a CAT 1 Non-Conformance Notice)*

		POOR	UKMDA MINIMUM STANDARD	GOOD	EXCELLENT
		0	1	2	3
<b>1</b>	<b>Health &amp; Safety Statement Policy</b>	The company does not have a H&S Policy Statement signed by a senior manager or director which has been dated within the past 24 months	The company has provided a signed H&S Policy Statement which has been signed within the past 24 months by a senior manager or director and is on display at the premises	The member company has met the previous standards and reviews their policy statement every 12 months	The company has met the UKMDA Minimum Standard and makes their policy available to interested parties i.e. clients / members of the public etc.
	<b>Audit Score:</b>				
Install		Auditors Findings:-			
Train					
Supply					
DTS					
<b>2</b>	<b>Health &amp; Safety Organisation</b>	The member company does not have an organisation structure identifying roles and responsibilities for H&S within their organisation	The member company can demonstrate H&S roles and responsibilities have been formally delegated within their organisation	The member company has met the UKMDA Minimum Standard and has delegated roles and responsibilities to members of their management team and updated within the past 24 months	The member company has met the previous standards and delegated roles and responsibilities to members of management team within in the past 12 months
	<b>Audit Score:</b>				
Install		Auditors Findings:-			
Train					
Supply					
DTS					

<b>3</b>		The company does not have any formal H&S arrangements for discharging its duties under Health & Safety legislation	The company has documented H&S arrangements / documents or procedures which demonstrate compliance with its H&S legal obligations	The company has met the UKMDA standards and can demonstrate that their procedures follow a recognised OHSAS 18001 standard but is not accredited to such standard	The company has met the previous standard and has gained accreditation by a UKAS certification body under OHSAS 18001 standard
<b>Health &amp; Safety Arrangements</b>					
<b>Audit Score:</b>		Auditors Findings:-			
Install					
Train					
Supply					
DTS					

<b>4</b>		The company has not appointed a director within their business as responsible for Health & Safety.	The company has appointed in writing a director responsible for Health & Safety.	The company has met the UKMDA Standard and the individual has attended a recognised Directors health & safety course within the past 5 years	The company has met the UKMDA Standard and all directors have attended a recognised Directors health & safety course within the past 5 years
<b>Director Leadership</b>					
<b>Audit Score:</b>		Auditors Findings:-			
Install					
Train					
Supply					

*(Question 5 - Where the Audit Criteria refers to NEBOSH Qualified, other equivalent qualification may be acceptable)*

<b>5</b>		The company does not have a member of staff qualified to the NEBOSH standard or employ the services of a consultant who has been appointed to act on behalf of the member company.	The member company employs NEBOSH General Certificate holder as their competent person or has appointed a consultant to act as the companies competent person under reg 7 MSW Regs 1999.	The company has met the UKMDA standards and has a member of their management team qualified to the NEBOSH Construction Certificate standard.	The company has met the previous standard and has a member of their management team qualified to a higher standard than previously stated.
<b>Competent Health &amp; Safety Advice</b>					
<b>Audit Score:</b>		Auditors Findings:-			
Install					
Train					
Supply					
DTS					

<b>6</b>		The company cannot demonstrate that they have used the services of their appointed health & safety advisory provision	The company can demonstrate that they have called upon the services of their appointed health & Safety provision within the last three years	The company has met the UKMDA standards and can demonstrate that their appointed health & safety provision has provided support within the last twelve months	The company has met the UKMDA minimum standard and can demonstrate that there is an active programme of audits, inspections and advise by their appointed health & safety provision
<b>Competent Health &amp; Safety Advice</b>					
<b>Audit Score:</b>					
Install					
Train					
Supply					
DTS					
		Auditors Findings:-			

<b>7</b>		The company does not induct new starters into their company H&S policy statement, arrangements and safe working practices.	The company can demonstrate that all new starters have been inducted into their company H&S policy statement, arrangements and safe working practices	The company can demonstrate that it has met the UKMDA Minimum Standard and carries out induction training to its employees, subcontractors and regular self employed workers.	The member company has met the previous standard and holds regular induction / refresher training every 12 months.
<b>Induction Training</b>					
<b>Audit Score:</b>					
Install					
Train					
Supply					
DTS					
		Auditors Findings:-			

*(Question 8 - only if applicable)*

<b>8</b>		The company has no member of their management team who holds a valid 'MEWP for Managers' qualification.	The company can demonstrate that a member of their management team hold a valid 'MEWP for Managers' qualification.	The company has met the UKMDA Minimum Standard and can demonstrate that all managers hold a valid 'MEWP for Managers' qualification.	The company has met the previous standard and can demonstrate that all persons within their organisation who influence what MEWPS are specified, procured and used hold a valid 'MEWP for Managers' qualification.
<b>Managers for MEWP Training</b>					
<b>Audit Score:</b>					
Install					
Train					
		Auditors Findings:-			

(Question 9 - only if applicable)

<b>9</b>		The company does not issue IPAF or similar log books to its employees.	The company issues IPAF or similar log books to its employees and has a record of this issue.	The company has met the UKMDA Minimum Standard and conducts regular checks to ensure the logs are maintained.	The company has met the previous standard implements the requirement for all its regular self employed workers in addition to its own employees.
<b>Log Books</b>					
<b>Audit Score:</b>		Auditors Findings:-			
Install					

<b>10</b>		The company does not have an up to date employee training matrix / record or plan core employee training needs.	The company has a detailed employee training matrix / plan that identifies refresher training dates for core training needs i.e. CSCS / IPAF.	The company has met the UKMDA Minimum Standard and has identified additional company training requirements for all its employees.	The company has met the previous standard and has identified training requirements for all its subcontractors, regular self employed workers in addition to its own employees.
<b>Health &amp; Safety Training</b>					
<b>Audit Score:</b>		Auditors Findings:-			
Install					
Train					
Supply					
DTS					

<b>11</b>		The company does not hold regular tool box talks with its employees.	The company has detailed records of tool box talks given to its employees over the past 12 months.	The company has met the UKMDA Minimum Standard for both employees, subcontractors and regular self employed workers.	The member company has met the previous standards and has achieved a target of one TBT / person / month over the past twelve months.
<b>Health &amp; Safety Tool Box Talk Training</b>					
<b>Audit Score:</b>		Auditors Findings:-			
Install					
Train					
Supply					
DTS					

<b>12</b>		The company cannot provide evidence that their site / management employees and / or regular self employed workers hold a relevant CSCS skill card.	The company has provided evidence that all site & management employees and / or regular self employed / subcontract workers hold a relevant CSCS skill card.	The company has met the UKMDA Minimum Standard and supplies copies of all cards to clients upon request	The company has met the UKMDA Minimum Standard and supplies copies of all cards to clients as a matter of course
<b>CSCS Commitment</b>					
<b>Audit Score:</b>					
Install					
Train					
DTS					
Auditors Findings:-					

<b>13</b>		The company does not have a member of their management team trained to the SMSTS (or equivalent accepted by the UKCG) standard.	The company has their off site management trained to the SMSTS (or equivalent accepted by the UKCG) standard.	The company has met the UKMDA Minimum Standard and can demonstrate that the managers hold higher qualifications i.e. IOSH or CITB Managing H&S standards or equivalent.	The company has met the previous standard and can demonstrate that their managers hold higher qualifications i.e. NEBOSH standards. (NB – in addition to the person named in section 5).
<b>Management Competence &amp; Skills</b>					
<b>Audit Score:</b>					
Install					
DTS					
Auditors Findings:-					

<b>14</b>		The company does not have a site worker trained to the SSSTS (or equivalent accepted by the UKCG) standard.	The company has a site worker trained to the SSSTS (or equivalent accepted by the UKCG) standard.	The company has met the UKMDA Minimum Standard and can demonstrate that up to 50% of their lead riggers / supervisors / foremen have been trained to the SSSTS standard.	The company has met the previous standard and can demonstrate that over 50% of their lead rigger / supervisors / foremen have been trained to the SSSTS standard.
<b>Supervisory Competence &amp; Skills</b>					
<b>Audit Score:</b>					
Install					
DTS					
Auditors Findings:-					

<b>15</b>		The company has not carried out any premises auditing to comply with the Workplace H&S Regulations 1992 or Fire Safety Order 2005.	The company has completed a Fire Safety Risk Assessment and premises audit within the previous 24 months.	The company has met the UKMDA Minimum Standard within their assessment been completed within the previous 12 months.	The company has been audited by a 3rd party i.e. fire authority or hold UKAS OHSAS 18001 certification which and has been completed within the previous 12 months.
<b>Monitoring &amp; Auditing to Review Off-Site Arrangements</b>					
<b>Audit Score:</b>					
Install	Auditors Findings:-				
Train					
Supply					
DTS					

<b>16</b>		The company cannot demonstrate that they have self audited their site H&S activities within the previous 12 months.	The company can demonstrate that they have audited their site H&S activities and can provide evidence of these audits / inspections carried out in the previous 12 months.	The company has met the UKMDA Minimum Standard and can provide evidence that following each audit / inspection the findings are reviewed by a Senior Manager or Director.	The member company has met the previous standard and has systems in place to identify common themes and can demonstrate that remedial action has been taken across the company.
<b>Monitoring, Auditing and Review of Their Own On-Site Activities</b>					
<b>Audit Score:</b>					
Install	Auditors Findings:-				
Train					
DTS					

<b>17</b>		The company does not have evidence to show how consultation is carried out with its employees and regular self employed workers.	The company can demonstrate that it consults with its employees and regular self employed workers. (This is in addition to TBT's and the format allows feedback from the workforce into the company management.)	The company has met the UKMDA Minimum Standard and holds formal H&S committee meetings throughout the year with its employees and regular self employed workers.	The company has met the previous standards and has appointed (or recognised) a member of the workforce or a safety representative and this person has attended committee meetings with the management.
<b>Workforce Involvement</b>					
<b>Audit Score:</b>					
Install	Auditors Findings:-				
Train					
Supply					
DTS					

<b>18</b>		The company does not record accidents to their employees or regular self employed workers.	The company can demonstrate that all accidents/ incidents are recorded in a company accident book and if required have been reported to the HSE.	The company has met UKMDA Minimum Standard and can demonstrate that all accidents /incidents /near misses are investigated by a member of the management team to identify root causes.	The company has met the previous standard and can provide evidence that they keep their clients informed following any accident / incidents etc.
<b>Accident Reporting &amp; Follow Up Investigations</b>					
<b>Audit Score:</b>		Auditors Findings:-			
Install					
Train					
Supply					
DTS					

<b>19</b>		The company has not investigated the last 2 accidents / incidents recorded and therefore has not assessed the possibility of any re-occurrence within their business.	The company can demonstrate that they have investigated the last 2 accidents / incidents and reviewed the possibility of re-occurrence.	The company has met the UKMDA Minimum Standard and following the investigation has reviewed / amended their company H&S procedures to prevent re-occurrence.	The company has met the previous standard and has provided information to the UKMDA H&S Committee for their consideration / use.
<b>Accident Investigations and Actions Taken to Prevent Re-Occurrence</b>					
<b>Audit Score:</b>		Auditors Findings:-			
Install					
Train					
Supply					
DTS					

*(Question 20 - if applicable)*

<b>20</b>		The company does not assess the H&S competence of the sub-contractors they employ	The company can demonstrate that the sub-contractors they engage with are competent and can show examples of the assessments carried out.	The company has met the UKMDA Minimum Standard and can show examples of the assessment, along with individuals training / insurance certificates and that all details are checked.	The company has met the previous standard and can provide evidence that the sub-contractor engaged with has been audited as part of their monitoring arrangements noted in section 11.
<b>Sub-Contracting Non-Decking Works</b> (not regular self-employed workers)					
<b>Audit Score:</b>		Auditors Findings:-			
Install					
DTS					

<b>21</b>		The company does not have any arrangements in place to cover their off-site activities i.e. office / warehouse / training facilities	The company has assessed the risks to their office workers and warehouse / training staff.	The company has met the UKMDA Minimum Standard and can demonstrate that they audit and review these arrangements every 12 months	The member company has met the previous standard and in addition to self auditing their arrangements are audited by a 3rd party accreditation body.
<b>Risk Assessments &amp; Safe Systems of Work - Off-Site Activities</b>					
<b>Audit Score:</b>					
Install	Auditors Findings:-				
Train					
Supply					
DTS					
<b>22</b>		The company does not carry out risk assessments for the sites they work on.	The company prepares and communicates site specific risk assessment to their site employees subcontractors and regular self employed workers for the work to be undertaken on each project.	The company has met UKMDA Minimum Standard and can demonstrate that these assessments are site specific where appropriate / required and are signed by the workforce.	The company has met the previous standard and in addition to self auditing their arrangements are audited by a 3rd party accreditation body.
<b>Risk Assessments &amp; Safe Systems of Work - On-Site Activities</b>					
<b>Audit Score:</b>					
Install	Auditors Findings:-				
Train					
DTS					
<b>23</b>		The company has not completed any COSHH assessment for their materials / substances etc. they use or supply.	The company has assessed materials and substances hazardous to health and prepared and communicated the relevant COSHH assessments to their employees.	The company has met the UKMDA Minimum Standard and can demonstrate that these assessments have been communicated to the relevant employees, subcontractors and regular self employed workers.	The company has met the previous standard and re assesses its arrangements at periods not exceeding 12 months.
<b>COSHH Assessments &amp; Records</b>					
<b>Audit Score:</b>					
Install	Auditors Findings:-				
Train					
Supply					
DTS					

<b>24</b>		The company does not provide PPE or record the provision of PPE to its employees.	The company provides PPE free of charge to its employees, regular self employed workers, records its issue and has provided information to its them in its use.	The company has met the UKMDA Minimum Standard and has consulted with their employees to assess the suitability of the PPE supplied.	The company has met the previous standard and can demonstrate that it makes regular checks on the issue, suitability and wearing of PPE by its employees, regular self employed and subcontractors.
<b>PPE Provision Records &amp; Maintenance</b> (except fall arrest equipment)					
<b>Audit Score:</b>		Auditors Findings:-			
Install					
Train					
Supply					

<b>25</b>		The company does not record the issue of fall arrest equipment or ensure that the statutory inspections are carried out.	The company can demonstrate that employees are trained in the daily inspection and use of their fall arrest equipment and that 3 monthly inspections are carried out by a competent person and these are recorded.	The company has met the UKMDA Minimum Standard and has at least one independently trained fall arrest equipment inspector in house who is responsible for the independent inspection & logging of the companies fall arrest equipment.	The company has met the previous standard and holds the records of their regular self employed / subcontractor worker equipment.
<b>Provision of Fall Arrest Equipment etc.</b>					
<b>Audit Score:</b>		Auditors Findings:-			
Install					

<b>26</b>		The company does not have a drug and alcohol policy.	The company has a drug and alcohol policy statement in place and this has been communicated to its employees or displayed on the notice board.	The company has met UKMDA Minimum Standard and has communicated its arrangements to its employees, subcontractors and regular self employed workers.	The company has met the previous standard and can demonstrate that they conduct regular drug and alcohol testing amongst its employees.
<b>Drug &amp; Alcohol</b>					
<b>Audit Score:</b>		Auditors Findings:-			
Install					
Train					
Supply					

<b>27</b>		The company has not carried out assessments of how work can affect their employee's health.	The company has conducted a risk assessment as to how work activities can affect the health of its employees and has communicated this to their employees.	The company has met the UKMDA Minimum Standard and provides pre-employment occupational health screening to their employees.	The company has met the previous standard and provides ongoing occupational health provision to their employees.
<b>Health Screening for Non-Safety Critical Workers</b>					
<b>Audit Score:</b>					
Install	Auditors Findings:-				
Train					
Supply					

<b>28</b>		The company does not carry out basic health screening for their safety critical workers.	The company conducts basic health self assessment screening of their safety critical workers and assessed how health issues can affect the health of its employees and has communicated this to their employees.	The company has met the UKMDA Minimum Standard and provides occupational health screening to their employees on a regular basis.	The company has met the previous standard and extends occupational health screening to their employees, subcontractors and regular self employed workers.
<b>Health Screening for Safety Critical Workers i.e. drivers &amp; those working at height</b>					
<b>Audit Score:</b>					
Install	Auditors Findings:-				
Train					
Supply					

<b>29</b>		The company does not assess the driving risk within their business.	The company has a driving risk assessment for their drivers.	The company has met UKMDA Minimum Standard and can demonstrate that they have a current driving policy and risk assessment for its employees.	The company has met the previous standard and can demonstrate that they have a documented system in place for the maintenance & upkeep of company vehicles.
<b>Driving Company Vehicles</b>					
<b>Audit Score:</b>					
Install	Auditors Findings:-				
Train					
Supply					

<b>30</b>		The company does not check the competence of the persons who drive their vehicles.	The company carries out regular driving licence checks of their drivers.	The company has met UKMDA Minimum Standard and carries out regular checks on drivers of their employees and regular self employed workers	The company has met the previous standard and can demonstrate additional measures for which they carryout to further assess the competence of their drivers.
<b>Driving Competence</b>					
	<b>Audit Score:</b>	Auditors Findings:-			
Install					
Train					
Supply					

## Membership & Biennial Health, Safety, Environmental & Quality Audit Part 3b - Health & Safety - Decking and Stud Welding

<b>31</b>		The company can demonstrate that all on-site staff have received formal manual handling training and all off-site staff have received manual handling training / inductions which has been renewed / updated every three years	The company has met the UKMDA Minimum Standard and can demonstrate that all on-site staff have received formal manual handling training dated within the last 12 months and all off-site staff have received training within the last three years	The company has met the UKMDA Minimum Standard and can demonstrate that all staff have received formalised training within the last 12 months
	<b>Audit Score:</b>			
Install		Auditors Findings:-		
Supply				
DTS				
<b>32</b>		The company can demonstrate that a minimum of 50% of operatives have received formalised abrasive wheels training within the last three years plus one senior manager	The company has met the UKMDA Minimum Standard and can demonstrate that a minimum of 75% of operatives have received formalised abrasive wheels training within the last three years plus one senior manager	The company has met the UKMDA Minimum Standard and can demonstrate that all operatives have received formalised abrasive wheels training within the last three years plus one senior manager
	<b>Audit Score:</b>			
Install		Auditors Findings:-		
DTS				

<b>33</b>			The company can demonstrate that all on and off-site staff have received formalised Fire Awareness training appropriate to their job within the last 12 months and there is a minimum of one appointed person within the company	The company can demonstrate that they have met the UKMDA Minimum Standard and 50% of on-site staff have received formalised Hot Works Training	The company can demonstrate that they have met the UKMDA Minimum Standard and 100% of on-site staff have received formalised Hot Work Training
<b>Fire and Hot Works Training</b>					
	<b>Audit Score:</b>				
Install		Auditors Findings:-			
Train					
Supply					
DTS					

<b>34</b>		CSCS	The company has provided evidence that 1 in every 3 employees and / or regular self employed / Subcontract workers hold a Blue CSCS Metal Decking card and can provide evidence that the remainder either hold a Red Trainee Metal Decking CSCS card A blue card holder must be used on each site.	The company can demonstrate that they have met the UKMDA Minimum Standard and 1 every 2 employees and / or regular self employed / Subcontract workers hold a Blue CSCS Metal Decking card and can provide evidence that the remainder either hold a Red Trainee Metal Decking CSCS card A blue card holder must be used on each site.	The company can demonstrate that they have met the UKMDA Minimum Standard and that 90% of employees and / or regular self employed / Subcontract workers hold a Blue CSCS Metal Decking card and can provide evidence that the remainder either hold a Red Trainee Metal Decking CSCS card A blue card holder must be used on each site.
<b>Decking Training</b>					
	<b>Audit Score:</b>				
Install		Auditors Findings:-			
Train					
DTS					

<b>35</b>			The company can demonstrate that 50% of on-site operatives have received formalised Cartridge Training within the last 3 years	The company can demonstrate that 75% of on-site operatives have received formalised Cartridge Training within the last 3 years	The company can demonstrate that all on-site operatives have received formalised Cartridge Training within the last 3 years
<b>Cartridge Training</b>					
	<b>Audit Score:</b>				
Install		Auditors Findings:-			
DTS					

<b>36</b>			The company can demonstrate that they have a formalised procedure for net rescue and their staff have received a toolbox talk on the procedure within the last 12 months	The company can demonstrate that 50% of on-site operatives have received formalised Net Rescue Training within the last 3 years	The company can demonstrate that 75% of on-site operatives have received formalised Net Rescue Training within the last 3 years
<b>Net Rescue Training</b>					
<b>Audit Score:</b>					
Install					
DTS					
Auditors Findings:-					
<b>37</b>			The company can demonstrate that a minimum of 50% of operatives have received formalised HAVS training within the last three years plus one senior manager	The company has met the UKMDA Minimum Standard and can demonstrate that a minimum of 75% of operatives have received formalised HAVS training within the last three years plus one senior manager	The company has met the UKMDA Minimum Standard and can demonstrate that all operatives have received formalised HAVS training within the last three years plus one senior manager
<b>Hand Arm Vibration Syndrome Training</b>					
<b>Audit Score:</b>					
Install					
DTS					
Auditors Findings:-					
<b>38</b>			The company can demonstrate that all operatives have received formalised WAH training within the last three years	The company has met the UKMDA Minimum Standard and can demonstrate at least one senior manager has received formalised WAH Training within the last 3 years	The company has met the UKMDA Minimum Standard and can demonstrate that all senior managers have received formalised WAH Training within the last 3 years
<b>Work At Height Training</b>					
<b>Audit Score:</b>					
Install					
DTS					
Auditors Findings:-					

<b>39</b>			The company can demonstrate that 50% of on-site operatives have received formalised Stud Welding Training in accordance with BS EN ISO 14555	The company can demonstrate that 75% of on-site operatives have received formalised Stud Welding Training in accordance with BS EN ISO 14555	The company can demonstrate that all on-site operatives have received formalised Stud Welding Training in accordance with BS EN ISO 14555
<b>Stud Welding Training</b>					
<b>Audit Score:</b>					
Install					
Train					
DTS					
Auditors Findings:-					

<b>40</b>		The company sub contracts the installation of the safety netting element of the project to a non-UKMDA member.	The company can demonstrate that any sub contracting of the stud welding element of the project is only let to a UKMDA member.	The member company can demonstrate that they have self audited the companies works.	The member company has met the previous standard and the arrangements have been audited by a 3rd party in the past 24 months.
<b>Sub-Contracting Decking and Stud Welding Works (not regular self-employed workers)</b>					
<b>Audit Score:</b>					
Install					
DTS					
Auditors Findings:-					

<b>41</b>			The company can demonstrate that they carry out an in-house audit of HAVS operations annually	The company has met UKMDA Minimum Standard and produces a detailed report bi-annually	The company has met UKMDA Minimum Standard and produces a detailed report annually
<b>HAVS Monitoring</b>					
<b>Audit Score:</b>					
Install					
Supply					
Auditors Findings:-					

<b>42</b>			The company can demonstrate that a competent person carries out noise monitoring annually	The company has met UKMDA Minimum Standard and produces a detailed report bi-annually	The company has met UKMDA Minimum Standard and produces a detailed report annually
<b>Noise Assessment</b>					
	<b>Audit Score:</b>	Auditors Findings:-			
Install					
Supply					

## Membership & Biennial Health, Safety, Environmental & Quality Audit Part 3c - Health & Safety - Safety Netting

<b>43</b>	<b>Sub Contracting Safety Netting Works</b> (not regular self employed workers)	The company sub contracts the installation of the safety netting element of the project to a non-UKMDA member.	The company can demonstrate that any sub contracting of the safety netting element of the project is only let to a FASET member.	The member company can demonstrate that they have self audited the companies works.	The member company has met the previous standard and the arrangements have been audited by a 3rd party in the past 24 months.
	<b>Audit Score:</b>	Auditors Findings:-			
Install					
DTS					

<b>44</b>	<b>CSCS Safety Net Rigger Skills</b>	The company cannot provide evidence that 1 in every 3 employees and / or regular self employed / Subcontract workers hold a Blue CSCS Safety Net Rigger card and that a blue card holder is used on each site.	The company has provided evidence that 1 in every 3 employees and / or regular self employed / Subcontract workers hold a Blue CSCS Safety Net Rigger card and can provide evidence that the remainder either hold a Red Trainee Safety Net Rigger CSCS card or can evidence that they hold another CSCS card and have been FASET Trained and are registered on the Safety Net Rigger NVQ. A blue card holder must be used on each site.	The company has met the UKMDA minimum standard and can provide evidence that 1 in every 2 employees and / or regular self employed / Subcontract workers hold a Blue CSCS Safety Net Rigger card	The company has met the UKMDA minimum standard and can provide evidence that at least 90% of employees and / or regular self employed / Subcontract workers hold a Blue CSCS Safety Net Rigger card
	<b>Audit Score:</b>	Auditors Findings:-			
Install					
DTS					



## Membership & Biennial Health, Safety, Environmental & Quality Audit Part 4a - Quality - Decking & Stud Welding

<b>45</b>	<b>Decking and Stud Welding Site Hand-Over Procedure</b>		The company can demonstrate that upon completion of an area of work, a hand-over certificate or other similar documentation is completed by the operative and issued to the client	The company has met UKMDA Minimum Standard and can demonstrate that in addition to their clients copy the hand-over certificate is issued to any relative 3rd party i.e. principal contractor / site owner.	The member company has met the previous standard and in addition to the certificate left on site an additional copy is issued by electronic means (fax / e-mail) to the client.
	<b>Audit Score:</b>				
Install					
		Auditors Findings:-			

<b>46</b>	<b>Portable Appliance Testing (PAT)</b>		The company can demonstrate that Portable Appliance Testing is carried out by a competent person annually	The company can demonstrate that they have met the UKMDA Minimum Standard and carry out Portable Appliance Testing every 6 months	The company can demonstrate that they have met the UKMDA Minimum Standard and carry out Portable Appliance Testing every 3 months
	<b>Audit Score:</b>				
Install					
Train					
Supply					
		Auditors Findings:-			

<b>47</b>			The company can demonstrate that Fire Extinguishers are inspected by a competent person annually	The company have met the UKMDA Minimum Standard and keep a register of all fire extinguishers is kept	The company have met the UKMDA Minimum Standard, a register of all fire extinguishers is kept and fire extinguisher condition check is part of a regular vehicle and equipment maintenance register
<b>Fire Extinguisher Maintenance</b>					
<b>Audit Score:</b>					
Install					
Train					
Supply					
		Auditors Findings:-			

<b>48</b>			The company can demonstrate that the welding sets are inspected and calibrated by a competent person every 12 months	The company has met the minimum standard and are inspected and calibrated by a competent person every 6 months	The company has met the minimum standard and are inspected and calibrated by a competent person every 3 months
<b>Welding Set Maintenance</b>					
<b>Audit Score:</b>					
Install					
		Auditors Findings:-			

<b>49</b>			The company can demonstrate that the generators are visually inspected once a week	The company can demonstrate that the generators are visually inspected once a week and formal records are kept	The company has met the UKMDA Minimum Standard and generators are inspected by an external company every month
<b>Generator Inspections</b>					
<b>Audit Score:</b>					
Install					
		Auditors Findings:-			

<b>50</b>			The company can demonstrate that petrol saws are inspected by a competent person every 12 months	The company has met the UKMDA minimum standard and petrol saws are inspected every 6 months	The company has met the UKMDA minimum standard and petrol saws are inspected every 3 months
<b>Petrol Saws Maintenance</b>					
<b>Audit Score:</b>					
Install					
Auditors Findings:-					

<b>51</b>			The company can demonstrate that cartridge and gas tools are inspected by a competent person every 12 months	The company has met the UKMDA Minimum Standard and cartridge and gas tools are inspected every 6 months	The company has met the UKMDA Minimum Standard and cartridge and gas tools are inspected every 3 months
<b>Cartridge and Gas Tools Maintenance</b>					
<b>Audit Score:</b>					
Install					
Auditors Findings:-					

<b>52</b>		Cartridges are not stored in a dry secure area away from sources of ignition.	Cartridges are stored in a dry secure area away from sources of ignition.	Cartridges are stored in a dry secure area with climate control.	Cartridges are stored in a dry climate controlled area with personal access control security.
<b>Cartridge Storage</b>					
<b>Audit Score:</b>					
Install					
Auditors Findings:-					

<b>53</b>			Catridges are booked in and out with full traceability and records are readily retrievable.	The company meets the minimum criteria and holds all records on a computer based database.	The company meets the previous criterias and the system is registered under an ISO 9001 system
<b>Cartridge Stock Control</b>					
<b>Audit Score:</b>					
Install					
Auditors Findings:-					

<b>54</b>			The company holds a valid Fire or Local Authority explosives licence relevant for the quantity of cartridges held	The company meets the previous standard and undertakes an annual review of the licence conditions
<b>Cartridge License</b>				
<b>Audit Score:</b>				
Install				
Auditors Findings:-				

*Q55. Not applicable to Install only*

<b>55</b>			The company can provide full traceability for all materials on two jobs, selected by the auditor at random from the last 12 months	The company has met the UKMDA Minimum Standard and files material traceability within each job file	The company has met the UKMDA Minimum Standard, files material traceability within each job file and can demonstrate the exact location of material on a job
<b>Material Traceability</b>					
<b>Audit Score:</b>					
Install					
Supply					
Auditors Findings:-					

<b>56</b>			The company can demonstrate a statement of intent, signed by a Director within the last 12 months	The company has met the UKMDA Minimum Standard and has a detailed Quality Management Policy, written and signed by an appointed person within the last 12 months	The company has met the UKMDA Minimum Standard and is ISO 9001 Accredited
<b>Quality Management Policy</b>					
<b>Audit Score:</b>					
Install					
Train					
Supply					
		Auditors Findings:-			

*Q57. Not applicable to Install only*

<b>57</b>			The company can demonstrate that ferrules and shear connectors are stored away from the elements	The company has met the UKMDA Minimum Standard and ferrules and shear connectors are stored in a dry environment	The company has met the UKMDA Minimum Standard and can demonstrate that ferrules and shear connectors are stored in a climate controlled environment
<b>Ferrules and Shear Connectors Storage</b>					
<b>Audit Score:</b>					
Install					
Supply					
		Auditors Findings:-			



## Membership & Biennial Health, Safety, Environmental & Quality Audit Part 4b - Quality - Safety Netting

<b>58</b>					
<b>Quality Systems Safety Net Inspections Policy</b>		The company cannot adequately explain how their safety nets are inspected or tested before put into use.	The company can adequately explain how their safety nets are inspected before put into use on each occasion.	The company has met UKMDA Minimum Standard has a documented 'safety net inspection procedure"	The member company has met the previous standard has documented inspection records to demonstrate their arrangements.
	<b>Audit Score:</b>				
Install					
		Auditors Findings:-			

<b>59</b>					
<b>Safety Net 'Repairs'</b>		The company repairs safety nets themselves by untrained / unauthorised personnel.	Those carrying out safety net repairs hold a FASET net repair training certificate and the company ensures all repairs are carried out by the net manufacturer in accordance with the FASET standard.	The company has met previous standard and logs all repairs to safety nets on a database	The company has met the previous standard and the arrangements have been audited by a 3rd party i.e. the manufacture etc.
	<b>Audit Score:</b>				
Install					
		Auditors Findings:-			

<b>60</b>		The company does not ensure that their safety nets are tested on an annual basis.	The company has systems in place to ensure that the nets are tested on an annual basis by a competent person in accordance with the FASET standard and all nets have the previous year's test reports to hand.	The member company can demonstrate that they have self audited the net testing procedure to ensure that it complies to FASET guidance.	The company has met the previous standard and the arrangements have been audited by a 3rd party in the past 24 months.
<b>Safety Net 'Annual Tests'</b>					
<b>Audit Score:</b>		Auditors Findings:-			
Install					

<b>61</b>		The company cannot provide evidence that they visually inspect the safety nets between each project.	The company can demonstrate that their nets are inspected by an authorised person before been placed back into stock / allocated to the next project.	The company has met the UKMDA Minimum Standard and records all inspections.	The company has met the previous standard and the arrangements have been audited by a 3rd party in the past 24 months.
<b>Safety Net 'Pre-Use Inspection Regime'</b>					
<b>Audit Score:</b>		Auditors Findings:-			
Install					

<b>62</b>		The company does not hold any records of the nets within their fleet to demonstrate their history.	The company holds a thorough written list or computerised records of all nets which will prevent non-inspected nets been allocated to a new project.	The company has met UKMDA Minimum Standard and holds a thorough written or computer list of all nets purchased and used by the company on site which is updated after every inspection.	The member company has met the previous standard and the arrangements have been audited by a 3rd party in the past 24 months.
<b>Safety Net 'Inventory Records'</b>					
<b>Audit Score:</b>		Auditors Findings:-			
Install					

<b>63</b>		The company does not have a system in place to log repairs on nets purchased after 01/01/08.	The company holds a written log of all repairs on nets purchased after 01/01/08 and tags all repairs accordingly.	The company has met UKMDA Minimum Standard and holds a thorough computer log of all repairs on nets purchased after 01/01/08.	The member company has met the previous standard and the arrangements have been audited by a 3rd party in the past 24 months.
<b>Safety Net 'Repair Records'</b>					
	<b>Audit Score:</b>	Auditors Findings:-			
Install					

<b>64</b>		Upon the installation of safety nets on site the company does not issue a formal hand-over certificate for the works completed.	The company can demonstrate that upon completion of an area of work, a hand-over certificate or other similar documentation is completed by the safety net rigger and issued to the client	The company has met UKMDA Minimum Standard and can demonstrate that in addition to their clients copy the hand-over certificate is issued to any relative 3rd party i.e. principal contractor / site owner.	The member company has met the previous standard and in addition to the certificate left on site an additional copy is issued by electronic means (fax / e-mail) to the client.
<b>Safety Net Site Hand-Over Procedure</b>					
	<b>Audit Score:</b>	Auditors Findings:-			
Install					

## Membership & Biennial Health, Safety, Environmental & Quality Audit Part 5 - UKMDA Arrangements

*(Question 43 is not applicable for new companies applying for membership)*

<b>65</b>		The member company has not attended any UKMDA Meeting / Committee or AGM within the past 24 months.	The member company has attended at least 1 UKMDA Meeting / Committee or AGM within the past 12 months.	The member company has attended several meetings or is an active member of one of the UKMDA Committees i.e. H&S / Technical / Training / Marketing etc. in the past 12 months	The member company has a position on the UKMDA Board or has attended three or more meeting in the past 12 months
<b>UKMDA Commitment</b>					
<b>Audit Score:</b>					
Install		Auditors Findings:-			
Train					
Supply					

*(Question 44 is not applicable for new companies applying for membership)*

<b>66</b>		The company does not access the UKMDA website to identify 'new' UKMDA information for which they can assess the impact on their own business.	The company regularly accesses the UKMDA website and can demonstrate that they review 'new' UKMDA information and they assess the impact on their business.	The company has met UKMDA Minimum Standard and can demonstrate that relevant information is communicated to their employees.	The company has met the previous standard and can demonstrate that relevant information is communicated to their regular self employed workers.
<b>UKMDA Bulletins</b>					
<b>Audit Score:</b>					
Install		Auditors Findings:-			
Trains					
Supply					

*(Question 45 is not applicable for new companies applying for membership)*

<b>67</b>		The company cannot demonstrate that they promote the UKMDA Brand where possible.	The company can demonstrate that they promote the UKMDA brand.	The company has met UKMDA Minimum Standard and can demonstrate that they have promoted the UKMDA brand by providing at least 5 examples to demonstrate this to the auditor.	The company has met the previous standard and can demonstrate that they have provided information to UKMDA for consideration by the relevant committees for other members to adopt as best practice.
<b>Commitment to the UKMDA Brand</b>					
<b>Audit Score:</b>		Auditors Findings:-			
Install					
Train					
Supply					

## Membership & Biennial Health, Safety, Environmental & Quality Audit Part 6 - Environment

<b>68</b>	<p>The company does not have an Environmental Policy Statement signed by a senior manager or director which has been dated within the past 24 months.</p>	<p>The company has provided a signed Environmental Policy Statement which has been revised within the past 24 months by a senior manager or director</p>	<p>The company has met the UKMDA Minimum Standard and has communicated it to its employees or posted on the notice board.</p>	<p>The member company has met the previous standards and has made its policy available to all other interested parties.</p>
<b>Environmental Policy</b>				
<b>Audit Score:</b>				
Install				
Train				
Supply	Auditors Findings:-			

<b>69</b>	<p>The company does not have written environmental arrangements for discharging its duties under environmental legislation.</p>	<p>The company has documented environmental arrangements which demonstrate compliance with its environmental legal obligations.</p>	<p>The company has met the UKMDA Minimum Standard and has a documented environmental management system based on the ISO 14001 standard.</p>	<p>The company has met the previous standard and holds ISO 14001 certificate. (if the member company is part of a larger group the member company should demonstrate how this accreditation applies specifically to them)</p>
<b>Environmental Arrangements</b>				
<b>Audit Score:</b>				
Install				
Train				
Supply	Auditors Findings:-			

<b>70</b>		The company has not identified its significant environmental aspects and impacts of its business	The company can formally demonstrate it has considered some environmental impacts of its operations	The company has documented its significant environmental aspects and impacts together with controls.	The company has met the previous standard and holds ISO 14001 certificate. (if the member company is part of a larger group the member company should demonstrate how this accreditation applies specifically to them)
<b>Environmental Aspects and Impacts</b>					
<b>Audit Score:</b>					
Install	Auditors Findings:-				
Train					
Supply					

<b>71</b>		The company does not identify means of recycling waste and therefore it is sending waste to landfill.	The member company can demonstrate that their waste is recycled, re-processed and only sent to landfill as a last resort.	The company has met UKMDA Minimum Standard and can demonstrate what percentage of their waste is recycled & what goes to landfill.	The company has met the previous standard and can provide information to UKMDA for promotion and use by other members.
<b>Waste</b>					
<b>Audit Score:</b>					
Install	Auditors Findings:-				
Supply					

<b>72</b>		The company has not identified any environmental targets and objectives.	The member company has documented environmental targets and objectives.	The company has met UKMDA Minimum Standard and can demonstrate performance against their targets and objectives.	The member company has met the previous standard and the arrangements have been audited by a 3rd party.
<b>Environmental 'Target &amp; Objectives'</b>					
<b>Audit Score:</b>					
Install	Auditors Findings:-				
Train					
Supply					

<b>73</b>			Spent Cartridges are disposed of in normal site waste, unused cartridges are either brought back to stock or disposed of as hazardous waste
<b>Cartridge Waste Management</b>			
	<b>Audit Score:</b>		
Install			
Supply			
		Auditors Findings:-	



## MEMBERSHIP & BIENNIAL HEALTH, SAFETY, ENVIRONMENTAL & QUALITY AUDIT PART 7 - TRAINING

		POOR	UKMDA MINIMUM STANDARD	GOOD	EXCELLENT
		0	1	2	3
<b>74</b>	<b>TRAINER QUALIFICATIONS - APPLICABLE HIGHEST CSCS CARD</b>	The company does not meet the UKMDA Minimum Standard.		The company can demonstrate that the trainers they use hold applicable CSCS cards.	
	<b>Audit Score:</b>				
TRAIN		Auditors Findings:-			
<b>75</b>	<b>TRAINER QUALIFICATION - PTTLS</b>	The company does not meet the UKMDA Minimum Standard.		The company can demonstrate that the trainers they use hold a PTTLS or equivalent qualification.	
	<b>Audit Score:</b>				
TRAIN		Auditors Findings:-			

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<b>76</b>		The company does not meet the UKMDA Minimum Standard.	The company can demonstrate that they hold their sub-contractor insurance documents and ensure that they are suitable for the training they carry out.
<b>SUB-CONTRACTOR INSURANCES</b>			
<b>Audit Score:</b>		Auditors Findings:-	
TRAIN			

*(QUESTION 77 - INCLUDES TRAINEE FITNESS WHERE APPROPRIATE)*

<b>77</b>		The company does not meet the UKMDA Minimum Standard.	The company can demonstrate that they hold training records for the previous three years, in accordance with the training centre rules.
<b>TRAINING REGISTERS</b>			
<b>Audit Score:</b>		Auditors Findings:-	
TRAIN			

*(QUESTION 78 - INCLUDES PPE REQUIREMENTS)*

<b>78</b>		The company does not meet the UKMDA Minimum Standard.	The company can demonstrate that they provide and have kept joining instructions for the previous three years.
<b>JOINING INSTRUCTIONS</b>			
<b>Audit Score:</b>		Auditors Findings:-	
TRAIN			

<b>79</b>		The company does not meet the UKMDA Minimum Standard.	The company can demonstrate that they use the UKMDA Booking System for all trainees.
<b>DATABASE</b>			
<b>Audit Score:</b>		Auditors Findings:-	
TRAIN			

<b>80</b>		The company does not meet the UKMDA Minimum Standard.	The company can demonstrate that they issue and have kept Booking Forms instructions for the previous three years.
<b>BOOKING FORMS</b>			
<b>Audit Score:</b>		Auditors Findings:-	
TRAIN			

*(QUESTION 81- INCLUDES CLASSROOM / TRAINING CENTRE APPROPRIATENESS)*

<b>81</b>		The company does not meet the UKMDA Minimum Standard.	The site has been verified by the UKMDA Auditor as suitable
<b>SITE SUITABILITY CHECKS</b>			
<b>Audit Score:</b>		Auditors Findings:-	
TRAIN			

<b>82</b>		The company does not meet the UKMDA Minimum Standard.	The company can demonstrate that they provide and have kept Course Feedback Reports for the previous three years and have fed information from these reports back to the UKMDA Training Committee.
<b>Course Feedback Reports</b>			
	<b>Audit Score:</b>	Auditors Findings:-	
TRAIN			

<b>83</b>		The company does not meet the UKMDA Minimum Standard.	The company can demonstrate that all trainers hold the minimum of an Emergency First Aider qualification
<b>FIRST AID PROVISION</b>			
	<b>Audit Score:</b>	Auditors Findings:-	
TRAIN			

<b>85</b>		The company does not meet the UKMDA Minimum Standard.	The auditor is satisfied that the Welfare Facilities are suitable and sufficient .
<b>WELFARE FACILITIES</b>			
	<b>Audit Score:</b>	Auditors Findings:-	
TRAIN			

<b>86</b>		The company does not meet the UKMDA Minimum Standard.	The company can demonstrate that they carry out and keep the records of Annual Internal Audits for the previous three years.
<b>ANNUAL INTERNAL AUDIT</b>			
	<b>Audit Score:</b>	Auditors Findings:-	
TRAIN			

<b>87</b>		The company does not meet the UKMDA Minimum Standard.	The company can demonstrate that they provide and have kept the results of candidates' Theory Tests for the previous three years.
<b>RESULTS OF THEORY TESTS</b>			
	<b>Audit Score:</b>	Auditors Findings:-	
TRAIN			

