HAWK RISK SOLUTIONS



ISO 45001: 2018 OCCUPATIONAL HEALTH & SAFETY

Safety Management

Incident & Accident Investigations

www.hawkrisk.co.za



HAWK RISK SOLUTIONS

YOUR TRUSTED
HEALTH & SAFETY
PARTNER

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Why you need a Health & Safety File

Having a legally compliant Health & Safety file is not just a formality, it's a legal requirement. It does not matter what industry you are in, your ability to operate legally and safely hinges on having a fully developed and implemented Health & Safety file that proves your organisation is prepared, accountable, and compliant with South African law.

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Why choose Hawk Risk

1 We prioritise your compliance needs

Our commitment extends to crafting safety files tailored precisely to your requirements and in strict adherence to pertinent legislation.

2 Our safety officers boasts proven track records

Our safety officers will act as your risk assessor, fall plan developer, and incident investigator, backed by the requisite certifications for such appointments, making sure you can focus on what you do best.

3 Transparent consulting

We value transparency and honesty, and our consultations are done in an efficient way to help you get compliant and operational as quick as possible. You can have peace of mind that our quotations are easy to understand with no hidden costs.

4 Qualified Safety Officers

Our Safety Officers are highly trained, with accredited qualifications to help you be compliant, minimize risk and maintain operational continuity.

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Health & Safety Representative

Why you need one

Improve your workplace safety when engaging in our Health & Safety Consulting services. Your health & safety representative is equipped with teh essential skills and knowledge needed to uphold and improve the standards within your organisation.

Our Safety officers have a deep understanding of the legal responsibilities and compliance requirements, can identify and manage workplace hazards, and will develop in-depth strategies to develop a culture of safety within your organisation.

We empower your employees to take proactive measures in managing workplace health and safety.

We save you time and resources whilst making sure you are compliant.

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Incident Investigations

Our Safety Officers are equipped with vital skills and techniques to conduct a thorough investigation into workplace incidents.

Our team will assist in identifying root causes of the incident, implementing preventive measures, and documenting findings to support corrective actions and compliance with OHS regulations.

Keep your employees safe by strengthening your workplace safety standards. By outsourcing this to use, you can remain impartial and maintain healthy employee relationships.



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What is a Health & Safety File

A Health & Safety file is a comprehensive, legally mandated document compiled in accordance with the Occupational Health and Safety Act 85 of 1993. It demonstrates an employer's commitment to workplace safety, risk management, and legal compliance. This file is a required element for any active worksite or operational workplace in South Africa, particularly those in high-risk sectors.

Hawk Risk Solutions have the expertise and experience required to compile a compliant Health & Safety File. Far from being just another compliance document, a well-compiled and actively maintained file plays a critical role in ensuring the safety, efficiency, and legal protection of your worksite or business operations.

A comprehensive Health & Safety file includes a wide range of documents tailored to your project and site-specific hazards. One of the most common reasons businesses fall short of compliance is poor Health & Safety file management. A frequent and costly mistake is relying on generic safety file templates that are not tailored to the specific site, industry, or project scope.

That is why having an external Health & Safety Representative with the right qualifications and expertise is vital to being compliant. Give Hawk Risk Solutions a call to discuss our packages, and get a tailored quote that is suitable for your needs.

Our ISO Accreditations

ISO 45001: 2018 OCCUPATIONAL HEALTH & SAFETY MANAGEMENT SAFETY (2025)

ISO 45001: 2018 OCCUPATIONAL HEALTH & SAFETY INCIDENT & ACCIDENT INVESTIGATION (2025)



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Health & Safety File

A Health & Safety file ensures that the employer or contractor complies with the Occupational Health and Safety Act (Act No. 85 of 1993) and the Construction Regulations of 2014. This Act and its regulations aim to provide for the health and safety of persons at work and for the health and safety of persons in connection with the use of plant and machinery.

It shows that the employer or contractor has taken the necessary steps to ensure workplace safety. When a workplace incident occurs, the Safety File becomes essential for conducting investigations and ensuring adherence to safety standards.

A Standard Health & Safety File

1 Policies
2 Health and Safety Plan
3 Fall Protection Plan
4 Mandatory Agreement
5 Legal Appointments
6 Environmental Waste Management Plan
7 Safe Work Procedure and Risk Assesment
8 Method Statement
9 Incident Investigation Form
10 Incident Reporting Procedure
11 Client Specifications
12 Site Safety Rules
13 Emergency Contact List
14 Safety Induction Forms
15 Emergency Preparedness
16 Check List / Registers
17 Annescure 1 & WCL 2
18 OHS Act and Regulations
19 Planned Task Observations
20 Toolbox Talks
21 Letter of Goodstanding
22 Other Company Documents
23 Duties of Employee Training - Section 14 of the Act
24 Medicals and Identification
25 Material Safety Data Sheet (MSDS)
26 Personal Protective Equipment (PPE) Issue
27 Daily Safe Task Instruction (DSTI)
28 Proof of Communication Documents



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Get in Touch

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