

# xCenta Automotive

### Your online solution to controlling risks in the workplace

Understanding your legal responsibilities and protecting your employees and others from harm is an essential part of running a business. xCenta Automotive is our online solution that places the knowledge and experience of our Health & Safety and HR consultants at your fingertips, guiding you through building a comprehensive and effective safety management system.

## Delivering on your duty of care

xCenta comes with a suite of operational modules, our most widely used modules include:

#### **Risk Assessment**

Identifying where you are and where you need to be is a core part of your management plan. Through our Risk Assessment module we've made understanding and assessing risk that much easier by developing a suite of departmental risk assessments ready and waiting to be distributed for review. xCenta can also help you communicate documentation to employees by way of a read receipt and acceptance mechanism.

#### Training / eLearning

Training your team is not only a legal requirement but makes good business sense. To support you in this, we have created a comprehensive library of automotive eLearning. Courses range from Fire Safety, Manual Handling and Control of Substances Hazardous to Health etc., to job specific safe systems of work such as Electric and Hybrid Vehicles, thus giving you peace of mind that we have your training needs covered.

#### **Accidents and Incidents**

From recording incidents and accidents to managing accident investigations, you need a way to ensure you are doing what you need to do, when you need to do it. xCenta provides you with the tools to record accidents, near misses and dangerous occurrences and report personal injuries via the HSE website. Our reporting module also gives you access to a range of management reports.



#### **Document Storage**

Manage your internal documentation, set review dates and create automatic reminders. The Documents module helps you to centrally manage and control all those important pieces of documentation, keeping everything in one place with on-demand access. You can set up your own health and safety folders or take advantage of our ready-made automotive folder structure.

#### **Template Library**

Our extensive Template Library gives you on demand access to a comprehensive bank of downloadable documents to help you manage risk. We have made accessing HSE guidance easier by providing automotive specific links to the HSE website, saving you time and effort when trying to search for that illusive piece of guidance. Your HR and Mental Health needs are covered too, with access to downloadable HR templates and signposts for your team to a variety of mental health services.





## Set up and support made simple

When you are ready to take that next step to using xCenta, our resourceful xCenta Support Team will guide you through the system set up process and provide selected key users with administrator training to support the use of the xCenta system across your organisation. Telephone and email support is also available should your personnel experience any technical difficulties.





As a franchised dealer group comprising of 10 sites, it is paramount that we have a comprehensive yet flexible Health and Safety system that is simple to use, administer and oversee. The xCenta team that support us are brilliant, always prepared to listen and will swiftly respond and adapt to our needs.

Group Compliance Manager, Baylis Vauxhall