## **COSHH Risk Assessment Portal**

A risk assessment is a vital element for health and safety management and its main objective is to determine the measures required to comply with statutory duty under the Health and Safety at Work Act 1974 and associated regulations by reducing the level of incidents/accidents.

A risk assessment will protect your workers and your business, as well as complying with law. As for when to do a risk assessment, it should simply be conducted before you, or any other employees, conduct some work which presents a risk of injury or ill-health.

The *Evans Vanodine COSHH Risk Assessment Portal* is available to all approved Evans Vanodine distributors and their customers.

## REGISTRATION

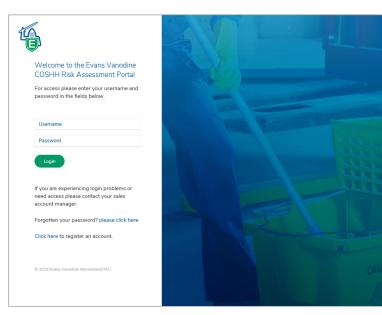
To begin using the portal, users will first need to register. E-mail *sales@evansvanodine.co.uk* to request access and you will be sent a link which you will be able to send on to your customer.

This link will take them to the portal login screen. On the first visit to the site, users select the '*Click* here to register an account' link at the bottom of the screen. A pop up box will appear and all fields will need completing. Users then submit the form via the (green) '*Register*' button.

Details will be sent to the Portal Administrator, who will create a username and password, which the system will e-mail back to the customer. This may take up to 48 hours - please advise your customers to also check spam/junk folders.

Users can then access the portal using these login details and begin creating risk assessments.

An electronic *Quick Start Guide* is also available, which you can send on to your customers, to help them navigate and use the portal.



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Once your customer has access to the portal, they will also be able to request access to the *E-Learn COSHH Online Training*, via the link at the top right of the menu bar.



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