

**HWEnergy**



HWEnergy are involved in the supply and maintenance of biomass heating systems, which involves the majority of their employees driving for work on a daily basis to undertake their primary role of installing, and maintaining bio mass heating systems.

As a new member, HWEnergy accepted the offer to review their current MORR practices and procedures. The organisation have 45 members of staff some of whom work from their main office near Fort William but the majority of staff work in isolation from various locations throughout Scotland. The latter group are involved in servicing/installation of heating systems and drive significant distances in leased vans on a daily basis. Managers and other staff at their main office having access to six 'pool' cars.

During initial discussions it was thought the organisation had limited MORR policy or processes in place but through review it was ascertained a significant amount of relevant information was contained within other policy areas. Whilst information on working practices and processes was limited at the time of the visit, some practices were identified but perhaps not recognised.

At the time of the review there did not appear to be any auditable driver review process attached to staff selection. This was recognised as a key aspect of their service/installation Team's role and it was recommended they introduce a driver assessment/profile process, which should be reviewed on an annual basis.

It was also recommended MORR objectives be included in their wider Health and Safety Commitments and Outcomes along with a risk assessment process. Consideration could also be given to providing staff with training to undertake relevant MORR risk assessments.

It was recommended the organisation consider the free resources and policy templates available through ScORSA to develop their MORR policy.