Wisdom is now being used to store and manage health and safety records such as equipment maintenance, policies and procedures, risk assessments and incident reports.

**Why use Wisdom for health and safety records?**

- **Promotes quality of information:** Wisdom controls versions and provides a clear audit trail. This makes records of a high value as evidence when needed in a court of law.

- **Reduces storage requirements:** it helps us avoid duplication and keeping more records for longer than we have to. Wisdom saves staff time in managing physical record stores, confidential shredding, and deciding whether or not to retain or dispose of records. Some areas of Health & Safety law establish very long retention periods – far exceeding the period a member of staff is likely to be working here. It’s safer to trust the system rather than relying on hand-over notes inherited by subsequent staff with health and safety responsibilities!

- **Any necessary security constraints can be applied with confidence.** Helps share and distribute information across departmental boundaries: it supports easy and efficient working because we can easily find the authoritative source of the information needed, at the right time.

Wisdom is a key tool to support improvements in the University’s core processes and performance and with the University’s legal obligations in this important area of risk for the University.