

# (Insert Organisation) Health & Safety Planning, Objectives and Targets Standard

Effective (insert date)

**Document owner:**

(Insert responsible position e.g. Chief Executive Officer)

**Application:**

Internal Health and Safety Management Practices

**Stakeholders:**

Board, Executive, Management, Employees and Contractors

**Address and contact:**

(Insert organisation address and contact details)

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# HEALTH & SAFETY PLANNING, OBJECTIVES AND TARGETS

## 1.1 PURPOSE

The purpose of this standard is to outline the health and safety planning, objectives and performance targets established to maintain and continually improve the health and safety management system and organisational performance.

## 1.2 SCOPE

The scope of this standard applies to all board members, committee members, employees, contractors, volunteers and relevant stakeholders.

## 1.3 STRATEGIC PLANNING

(Insert organisation) is committed to establishing a health and safety strategy and supporting plan to provide the overall direction and priorities for the organisation to continually improve the health and safety management system and organisational performance.

The health and safety strategy will be developed by the executive and senior management in consultation with workers and consider the following:

- Health and safety policy commitments, objectives and targets;
- The health and safety risk profile;
- Key hazards, risks and opportunities;
- Strategic and operational requirements;
- Gaps and vulnerabilities; and
- Legal requirements.

The following consultation and information gathering methods may be used to inform the strategic priorities:

- Risk profiling exercises and workshops;
- Diagnostic discussions and needs analysis with works and other stakeholders;
- Hazard, near miss and incident data and trends;
- Workers' compensation injury data and trends;
- Regulations, codes of practices (compliance codes) and Australian Standards; and
- Surveys, independent review and analysis.

## 1.4 HEALTH AND SAFETY PLAN

A health and safety plan will be established to support the implementation of the health and safety strategy and management system.

The health and safety plan will include but is not limited to the following:

- Strategic priorities and focus areas;
  - Risks and opportunities
  - Organisational needs
  - Management systems
  - Legal requirements
- Specific actions to address and implement the strategic priorities and focus areas; and
- Responsibilities, timelines and implementation measurement and monitoring.

The plan will be regularly monitored and a formal review of the strategy will occur annually.