

# (Insert Organisation) Health & Safety Management System Structure & Implementation 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 MANAGEMENT SYSTEM STRUCTURE AND IMPLEMENTATION

## 1.1 PURPOSE

The purpose of this standard is to outline the health and safety management system structure in alignment with AS/NZS ISO 45001 standard for health and safety management systems and provide guidance for the implementation of the system.

## 1.2 SCOPE

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

## 1.3 HEALTH AND SAFETY MANAGEMENT SYSTEM

(Insert organisation) has established a health and safety management system for the coordinated and systematic approach to managing health and safety risks. This health and safety management system is intended to continually improve safety performance and compliance with legislation and standards.

By adopting a structured system for the management of health and safety risks, (insert organisation) is able to demonstrate due diligence and establish safer working environments that protect people by eliminating, or reducing the risk of health and safety hazards.

The benefits include:

- Providing a structure for the management of health and safety risks;
- Assisting with creating safer work environments;
- Preventing or reducing the risk of harm and subsequent costs and legal implications;
- Improving business opportunities by demonstrating structure and rigour to health and safety;
- Providing measurable systems that can verify performance and identify improvement areas;
- Demonstrating that the organisation is meeting legal requirements; and
- Enhancing the organisations reputation.

It is also acknowledged that an effective health and safety management system contributes to employee engagement, wellbeing and long term business efficiency.

## 1.4 DETERMINING THE SCOPE OF THE MANAGEMENT SYSTEM

(Insert organisation) has determined the boundaries and applicability of the health and safety management system to establish an appropriate scope that is aligned to the needs of the organisation.

The following has been considered when determining the scope:

- Internal and external issues that are relevant and that may affect the organisations ability to achieve the intended outcomes of the management system;
- Other interested stakeholders, in addition to employees, that are relevant to the management system;
- Relevant needs and expectations of employees and other interested stakeholders;
- Legal and other compliance requirements; and
- Take into account the planned or performed work related activities.

The scope includes the activities, products and services within the organisations control or influence that can impact health and safety performance.