



# Monitoring, Reviewing Safety Performance & Safety Action Plan

The Company recognises the need to develop and review safe systems of work to demonstrate their total commitment towards sustaining a robust health & safety management system, thereby complying with legislative duties, and satisfying the requirements laid down in their safety policy.

The Company will regularly review the standards of health and safety, and the performance achieved and will take immediate action to correct adverse trends.

The Company will achieve this by carrying out regular audits/inspections of the Safety Management System and provide guidance to personnel on all aspects of health, safety and welfare in a written report. The Company will also carry out regular safety checks on all work activities under their control.

The Company value and encourage the views of employees in safety matters and will hold regular safety meetings. Employees will be allowed, without prejudice to voice their point of view. The Company will take note and fully investigate the concerns. Because of the investigation any recommendations to the working practices, procedures or products will be implemented.

The Company will monitor the impact of new systems of work, work processes, products and the legal requirements.

The Company will periodically investigate all accidents and dangerous occurrences to see if there are any underlying trends. The aim of the investigation will be to identify whether there has been a failure in the present controls or where practicable make recommendations to prevent a re-occurrence.

**Zero accidents will be the Company's aim.**

## Safety Action Plan

The **Works Manager / Assistant Works Manager** has overall responsibility for ensuring the preparation, implementation and continued review of the Safety Action Plan. The Safety Action Plan is considered a dynamic safety management tool. Findings from audits, accident/incident trends and reporting of hazards provide opportunities to improve by including new actions into the Action Plan. The Action Plan will be amended following each review to highlight any outstanding items and reflect on completed actions, together with progress made to date.

To determine the effectiveness of the Company's arrangements to control the risks associated with their business, the Company will monitor safety performance.

The standard practice of monitoring safety performance is by system audit and site inspection processes. Auditing by an external agency provides an independent and unbiased representation and this will be augmented by a regular internal inspection programme performed by management and supervision.

By measuring safety performance, indicators can be applied to benchmark and highlight future shifts in standards and best practice. This enables the Company to identify and evaluate current achievements to develop strategies for the following period and strive for continuous improvement. Goals and objectives for the next period (usually a year) will be agreed and set out in a Safety Action Plan. Actions will be achievable in the agreed timescale set for the nominated individual to complete. Regular reviews will be arranged and held to discuss progress with the Action Plan and encourage completion in a timely manner. The review will also serve to highlight areas where there may be need for additional support or resources to achieve target dates.





Health and safety performance targets are an important element of the Company's statement of intent because: -

- They indicate a positive management commitment towards improving health and safety performance.
- They motivate the workforce with tangible goals, resulting perhaps, in individual or collective rewards.
- They offer evidence during the monitoring, review and audit phases of the management system.

Accident/Incident prevention and reduction will be the Company's main aim always. Company employees will be encouraged to take an active role in ensuring that the Company's safety and accident record is maintained, and improvements are continually sought.

Close liaison between all levels of personnel will play an important role in striving towards the goal of zero accidents/incidents during the period and the Company will ensure continued communication between all parties.

The intention of the Company is to achieve an accident-free year and will promptly implement any changes in operating procedures to achieve this goal.

***Management of Health and Safety at Work Regulations 1999***

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