



QG Health & Safety Management Standard

No.	Section	Standard	Deliverables
1	Health & Safety Policy	A Health & Safety Policy shall be in place	<ul style="list-style-type: none">• A Health & Safety policy is written and includes;<ul style="list-style-type: none">○ Management commitment,○ Scope of system,○ Meeting external standards,○ Communication channels,○ Dated○ Signed• The policy has been reviewed in the last 12 months
2	Management Responsibilities	Management responsibilities shall be defined in writing	<ul style="list-style-type: none">• Organisation ownership is defined, in writing and by section• Evidence is in place that individuals understand that they have section responsibility
3	Management Commitment	The top management of the organisation has publically stated their commitment to a safe working environment	<ul style="list-style-type: none">• Management commitment is defined in writing• A resource plan is in place to assure compliance• Targets are set to improve health & safety
4	Health & Safety Objectives	The organisation has identified it's Health & Safety objectives	<ul style="list-style-type: none">• Objectives are documented• Objectives are measurable• Objectives are reviewed on an annual basis and recorded
5	Legal Requirements	The organisation has identified and implemented all Health & Safety legislation pertaining its sector.	<ul style="list-style-type: none">• Health & Safety legislation has been recorded as it pertains to the organisation• A plan is in place to ensure Health & Safety legislation is adhered to.
6	Communication	The organisation understands the importance of communicating the information about health & safety issues at various	<ul style="list-style-type: none">• The organisation has a system in place to communicate health & safety issues internally• The organisation has a system in place to communicate health & safety issues externally

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		levels and between various functions of the company.	
7	Hazard Identification & Risk Assessments	The organisation has implemented a system to identify, plan and deliver risk assessments consistent with their policy and objectives	<ul style="list-style-type: none"> • The organisation has a documented system in place that; <ul style="list-style-type: none"> ○ Identifies hazards ○ Identifies who may be harmed ○ Evaluates the risks ○ Documents findings ○ Implements controls ○ Regularly reviews and updates
8	Checking & Document Control	The organisation has implemented a systematic approach for measuring and monitoring its Health & Safety performance on a regular basis.	<ul style="list-style-type: none"> • The organisation has implemented a systematic approach for measuring and monitoring its Health & Safety performance. • The organisation has a system for calibration of Health & Safety measurement equipment if appropriate • A documented system is in place to report compliance with Health & Safety standards to the organisations management • A system is in place to identify non-conformance and to implement preventive and corrective actions • A system is in place for the identification, storage, protection, retrieval, retention and disposal of records.
9	Training, Competence and Awareness	The organisation has processes for assessing the Health & Safety training needs of their staff and implements them appropriately.	<ul style="list-style-type: none"> • A training process is in place to identify, implement and monitor Health & Safety training of all staff • Staff are appropriately trained to carry out their function
10	Management Review	The organisations management review the effectiveness of the	<ul style="list-style-type: none"> • A documented system is in place to review the effectiveness of the H&SMS and reviewed by senior

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		Health & Safety Management System at least once a year.	management annually
11	Audit & Assessments	An internal and/or third part audit is carried out at regular intervals.	<ul style="list-style-type: none">• An audit process is in place that checks the system at least once per year.

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