

## Governance



### Set Health & Safety Policy and Framework

- Growing our people and maintaining a safe working environment is one of MP's four key strategic objectives.
- 'Set the tone at the top' - H&S is a priority.
- Establish framework for successful H&S management.
- Review and audit of framework.

H&S Framework

Reporting

## Management



### Establish, oversee and review H&S risks, procedures and controls.

- Health & Safety Committee meets monthly.
- Includes Senior Management, H&S Officers and H&S Co-ordinator.
- Review incidents, near misses and ensure adequate mitigation actions have been taken.
- Set and amend operating procedures/controls as required.
- Reports to Directors.

Procedures/Control/Oversight

Reporting

## Co-ordination



### Co-ordinate and administer H&S records

- Maintain staff certifications and training records within H&S system (Vault) and ensure all staff are up to date with relevant training and certifications.
- Maintain Health & Safety Committee minutes and incident reports.
- Record, track and report the completion of open mitigation actions.

Reporting

## Operations & Compliance



### Implement day to day hazard identification and control procedures

- Overseen by designated H&S officers, reporting to the H&S Committee.
- Daily Workshop toolbox meetings.
- Random drug testing.
- Hazard risk registers.
- Incident and near miss reports and corrective actions.
- PPE compliance.
- Standard operating procedure compliance.