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OSH TARGETS AND OBJECTIVES

OCCUPATIONAL SAFETY AND HEALTH

MANAGEMENT SYSTEM PROCEDURE

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Contents

[1 Purpose 3](#_Toc52625723)

[2 Terms and Definitions 3](#_Toc52625724)

[3 Responsibility 3](#_Toc52625725)

[4 Procedure 3](#_Toc52625726)

[4.1 Establishing OSH Targets and Objectives 3](#_Toc52625727)

[4.2 Communication of OSH Targets and Objectives 4](#_Toc52625728)

[4.3 Not Achieving Targets and Objectives 4](#_Toc52625729)

[4.4 Review of OSH Targets and Objectives Procedure 5](#_Toc52625730)

[5 Annexure 5](#_Toc52625731)

# Purpose

### To define requirements for establishing, monitoring and achieving OSH targets and objectives

# Terms and Definitions

### Refer to document OTH-001 for terms & definitions.

# Responsibility

### QHSE Manager is responsible for ensuring that the procedure is being implemented across the organization

### Project Manager / Department Head is responsible for implementing this procedure

### Site HSE Representative is responsible for supporting the Project Manager / Department Head in implementing this procedure

# Procedure

## Establishing OSH Targets and Objectives

### The organization shall establish OSH targets and objectives

### The QHSE Manager shall develop the targets and objectives and review them in the Management Review Meeting

### The targets and objectives shall be measurable

### The QHSE Manager shall select the targets and objectives considering the below as a minimum:

* Overall OSH performance
* Audit and Inspection results
* Incidents Investigation Reports
* Compliance to reporting timescales, both performance and incidents
* Closure of identified corrective actions
* Lost Time Injury Frequency rate
* Total Reportable Case Frequency
* Number of Fatalities

### The requirements of the below shall also be considered when developing targets and objectives:

* OSH Policy
* Legal requirements
* Risk Management programs
* Authority requirements (example OSHAD SF Mechanism 6.0)

### OSH targets and objectives for projects shall be included in the HSE Plan

### OSH targets and objectives shall be measurable

## Communication of OSH Targets and Objectives

### The organization’s OSH targets and objectives shall be available to all OSH practitioners on the organization’s cloud.

### The organization’s OSH targets and objectives shall be included in prequalification documents when requested

### The organization’s OSH targets and objectives shall be available to authorities, external stakeholders or auditors as requested.

## Not Achieving Targets and Objectives

### In the case of not achieving targets and objectives, a corrective action plan shall be developed

### The corrective action plan shall be reviewed in the management review meeting

### If the target and objective was not attainable, then justification to demonstrate this shall be shown and the following year’s target and objective can be modified

## Review of OSH Targets and Objectives Procedure

### The QHSE Manager shall review the OSH Targets and Objectives procedures annually.

### If there are changes to the document, an updated revision shall be uploaded to the organization’s cloud.

### If there are no changes, an updated revision is not required and a new version shall not be issued.

# Annexure

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| **Reference** | **Document Title** |
| None | None |