

## HEALTH AND SAFETY MANAGEMENT FRAMEWORK

<b>Section</b>	Council
<b>Contact</b>	Director Health, Safety & Wellbeing
<b>Last Review</b>	October 2021
<b>Next Review</b>	October 2023
<b>Approval</b>	Council C21/145

### Purpose:

The purpose of this document is to outline the management system framework employed at Massey University to ensure a consistent and effective approach to managing health and safety across all of the university's operations and activities. The health and safety management system framework contributes to the university's overall management system, provides a platform for achieving our health and safety strategic objectives, and supports global good practices and compliance with relevant legislation.

### Scope:

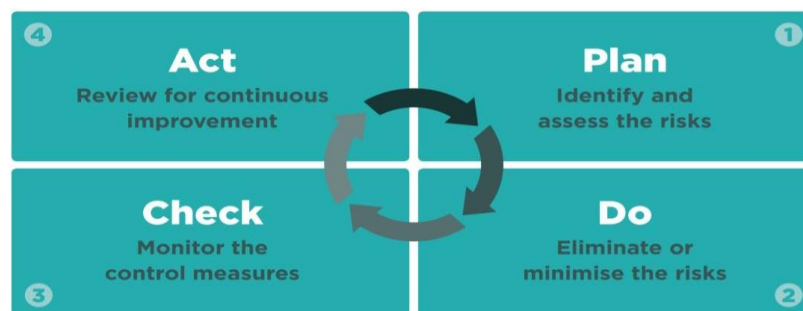
This document, and the framework that it describes, applies to Massey University including its operations, ventures and enterprises. It applies to the way we manage health and safety, however, excludes the management of wellbeing, except to the extent that psycho-social harm is an aspect of health and safety. Wellbeing is governed by a separate Wellbeing strategy.

### Health and Safety Management System Principles:

Massey University's health and safety management system is based on the principles and elements contained in ISO 45001:2018 and AS/NZS ISO 9001:2016 which support global best practice for ensuring all reasonably practicable steps are undertaken in regards to the management of workplace health and safety.

Designing a health and safety management system aligned to these Standards enables us to demonstrate compliance with the Health and Safety at Work Act 2015 and associated legislation, and to model continuous improvement.

The concept of continual improvement is dynamic, adaptive and cyclic often summarized as "Plan-Do-Check-Act"



### Massey University Health and Safety Management System (HSMS) Framework:

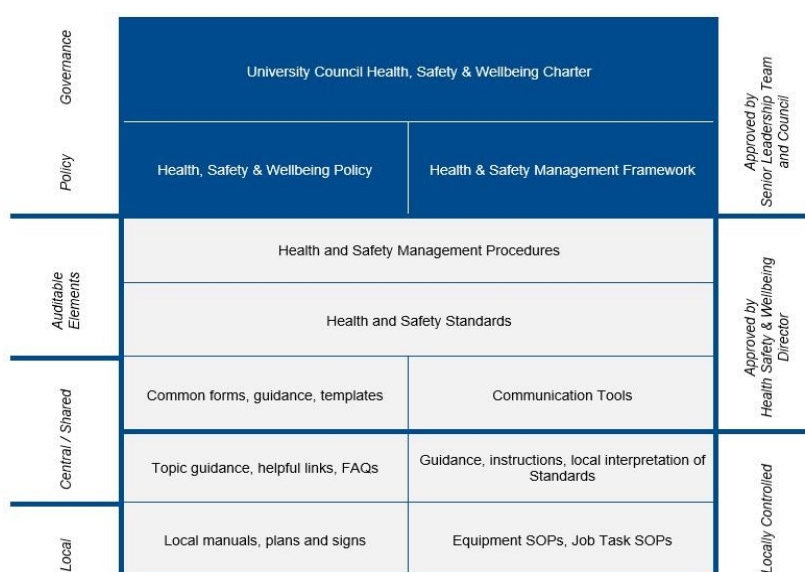
The commitments made in the Health, Safety and Wellbeing Charter and Policy sit at the heart of how we approach health and safety, with an underlying philosophy of making health and safety management simple, flexible and with our people at the centre of everything we do.

Within the framework itself, the following will be provided by the Health, Safety and Wellbeing team:

- Standards which set out clear expectations and accountabilities for the minimum level of control or action required in response to certain risks or activities;
- Clear, simple, and plain-language health and safety procedures which will communicate how Massey University will undertake certain health and safety management obligations;
- Tools, templates and guidance material to assist our people to manage health and safety for the activities that they undertake, and the areas in which they work.

Additional tools, guides and instructions may be managed locally and developed in consultation with those people who do the work. These tools may take the form of standard operating procedures (SOP), work instructions, safety plans and/or manuals.

The diagram below describes how all the various components of the health and safety management framework are arranged and interact, as well as an indication of where these documents are owned and managed.



### Massey University Health and Safety Management System Review:

The cornerstone to delivering a world class HSMS is the check and review step. Management review is an opportunity to ensure the HSMS continues to reflect system leadership and effectiveness, aligns with other management systems, and fosters a culture of care.

The review will consider the performance of the framework and its associated procedures and systems, the context of Massey's operations and university strategy, and consideration of any relevant legislative changes.

This review will be carried out every two years by the Director Health, Safety and Wellbeing, with the involvement of members of the Senior Leadership Team and Massey University Council.

Findings and recommendations will be communicated to workers, and Health and Safety representatives.

### Relevant Legislation:

Health and Safety at Work Act 2015, and associated regulations

### Related Procedures:

Health, Safety and Wellbeing Policy