THE ESSENCE OF A FUNCTIONING SAFETY MANAGEMENT SYSTEM

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“…a combination of planning and review, the management organisational arrangements, the consultative arrangements, and the specific program elements that work together in an integrated way to improve health and safety performance” (Gallagher 2000)

“That part of the overall management system which includes organisational structure, planning activities, responsibilities, practices, procedures, processes and resources for developing, implementing, achieving, reviewing and maintaining the OHS policy, and so managing the risks associated with the business of the organisation” (AS/NZS 4801:2001)

“Is the deliberate linking and sequencing of processes to achieve specific objectives and to create a repeatable and identifiable way of managing OHS” (Bottomley 1992)
SAFETY MANAGEMENT SYSTEM BACKGROUND

- OHS management originated early in the 20th Century
- Workplace focus on health and safety began in 1970’s – Robens Reforms
- Evolved as a result of workplace disasters – e.g. Piper Alpha Oil Rig Fire
- To aid ‘continuous improvement’ and ‘quality management’
- Common place in workplaces from early 2000
- Standards developed to assist companies in meeting their legal obligations
- Proprietary systems developed - many different applications
- DOES NOT have to be ‘Rocket Science’
THE BENEFITS OF A SAFETY MANAGEMENT SYSTEM

- Creating safer work environments
- Reducing injuries and injury-related costs
- Improving business opportunities
- Providing measurable systems that can verify OHS performance
- Demonstration of the organisation is meeting legal requirements
- Enhancing the organisation’s reputation
THE BARRIERS TO A SAFETY MANAGEMENT SYSTEM

- Implemented by Senior Management without consultation
- Introduced and supported for non OHS reasons
- Inadequate training of employees
- High labour turnover, large casual or part time workforce
- Limited resources
- Inadequate auditing or audit tools
- Management not leading by example
There are six (6) general principles for effective integration of an OHSMS into an organisation.

- Senior Management leadership and commitment
- Active involvement of all people in the workplace
- Effective communication through consultation
- Provision of appropriate information, education and training
- Hazard identification, risk assessment and risk management at the workplace
- Development and implementation of OHS management information systems
KEY POINTS OF A SAFETY MANAGEMENT SYSTEM

- Policy
- Planning
- Implementation
- Measurement and Evaluation
- Review and Improvement

Figure 1  OHS Management System Model
• Participation
• Leadership and Commitment
• Initial OHS Review
• OHS Policy
- Hazard/Risk Identification
- Legal and other Requirements
- Objectives and Targets
- Performance Indicators
- OHS Management Plans
IMPLEMENTATION

- Ensuring Capabilities
- Support Action
- Hazard Identification
- Contingency Preparedness

Figure 1 OHS Management System Model
• Inspection, Testing and Monitoring
• Audits of the Safety Management System
• Corrective and Preventative Action
• Incident Investigation

Figure 1 OHS Management System Model
• Review of the Safety Management System
• Continual Improvement

Figure 1  OHS Management System Model
PDCA MODEL

Plan

Act

Continual Improvement

Check

Do
SAFETY MANAGEMENT SYSTEM DEVELOPMENT

- Development - 1 to 2 years
- Bed in - 2 to 3 years
- Mature - 5 to 10 years
COMMON SAFETY MANAGEMENT SYSTEM COMPONENTS

- Policy
- Standards
- Guidelines
- Procedures, SOPs, Work Instructions
- Registers, Forms, Checklists, Records
FREQUENTLY ASKED QUESTIONS

- How big should the SMS be?
- What should the SMS be called?
- Should the SMS be integrated with other systems e.g. quality?
- How many topics/groupings should there be in the SMS?
- Should the SMS be on paper or electronic?
- What is the best SMS?

Answer.......
• ‘Officers of a Company’ must exercise ‘Due Diligence’

• A documented SMS does not guarantee a safe and healthy workplace
PBPL’S HEALTH AND SAFETY MANAGEMENT SYSTEM

- Health
- Rapid Care and Return to Work
- Operational Risk
- Variation Reporting and Investigation
- Workplace Activities
- Communication, Consultation & Training
IN CONCLUSION

• Continual review is vital
• Senior Management need to lead by example
• All people in the workplace need to be involved
• Requires effective communication through consultation
• Companies need to provide appropriate information, education and training
• Needs to comply with AS/NZS 4801:2001
• DOES NOT need to be ‘Rocket Science’
• Why do we focus on Health and Safety?
THANK YOU
REFERENCES

