

# Explanatation of Health & Safety Management Systems

## HSG65 – Effective Health & Safety Management

HSG65 is the management model described in the HSE's Guidance Document Effective Health & Safety Management, its index number is HSG65 and this is commonly used as an abbreviation.

- Policy – The organisation makes a statement of intent to prevent injury and ill health, and to comply with applicable laws and regulations.
- Organisation – The organisation allocates responsibilities to the appropriate people. These people are selected according to the 4C criteria, Control, Co-operation, Communication, Competence. You wouldn't make the accounts manager responsible for operations in the warehouse, that would be allocated to the warehouse manager.
- - Providing training and ensuring competence of those with responsibilites is part of the organisation step of HSG65.
- Planning – The responsible people devise their plans in order to achieve the goals and objectives set out in the policy. Risk assessment is a key part of the planning step since you cannot manage risks until you understand what the risks are and can arrange them in some sort of order of importance (priority).
- Implementation – The plans are put into action.
- Measuring Performance - The results of the implementation are monitored and performance is tracked. There are two aspects of measuring performance:
  - Active Monitoring (Before the event)
  - Reactive Monitoring (After the event)
- Audits – Audits are carried out in every aspect of the management system to determine the level of effectiveness and report on any acheivements and areas which can be improved. The audit report has a broad scope and includes interviews with employees, observation of the workplace and inspection of documents.
- Review – The findings of the audits and the results from performance measurement are reviewed by senior management to determine if goals and targets have been achieved and to alter aspects of the system in order to address gaps and deficiencies.

