

Insert [[Company and Logo]

Address

Tel No.:

Email:

Insert [Rock/River Sand Quarry name along with Complete
Administrative Location]

HEALTH AND SAFETY MANAGEMENT PLAN

This template is created under the requirement set forth in Article 86 of Law No. 12/2021 30th of June, on Mining Code and other Applicable Law. It is also aligned with ISO45001.

Signatures:				
by:		Prepared by:	Checked by:	Approved
Role and Name:				
Rev	Date	Originated	Checked	Approved
0				

--	--	--	--	--

Table of Contents

1. CONTEXT, PURPOSE, AND ORGANIZATION	4
2. TERMS AND DEFINITIONS	4
3. LEGAL REQUIREMENTS AND OTHER REQUIREMENTS	4
4. OCCUPATIONAL HEALTH AND SAFETY POLICY	4
4.1 Health and Safety Goals	4
4.2 Organization/Company Commitment	4
4.3 Update of the Occupational Health and Safety Management Plan	4
5. ORGANIZATION ROLES, RESPONSIBILITIES AND AUTHORITIES	4
5.1 Senior Management	4
5.2 Technical Director	4
5.3 Employees.....	4
5.4. Contractors	4
5.5 Health and Safety Representatives	4
5.6 Health and Safety Committee.....	4
6. HEALTH AND SAFETY CONSULTATION AND PARTISIPATION OF WORKERS	4
7. HAZARD IDENTIFICATION AND ASSESSMENT OF RISKS AND OPPORTUNITIES	5
7.1 Hazard Identification, Risk Assessment and Hierarchy of Controls.....	5
7.2 Review of Occupational Risks and Opportunities And Others To Occupational Health And Safety Management System.....	5
8. HEALTH AND SAFETY OBJECTIVES AND PLANNING TO ACHIEVE THEM	5
8.1 Occupational Health and Safety Objectives	5
8.2. Planning to Achieve Occupational Health and Safety Objectives.....	5
9. COMPETENCE, TRAINING AND AWARENESS.....	5
10. COMMUNICATION	5
11. REPORTING AND DOCUMENTATION	6
12. OPERATIONAL CONTROL	6
13. EMERGENCY PREPAREDNESS AND RESPONSE.....	6
14. MONITORING, MEASUREMENT, ANALYSIS AND PERFORMANCE EVALUATION	6
15. INCIDENT, NON-CONFORMITY, AND CORRECTIVE ACTIONS	7
16. RECORDS AND RECORDS MANAGEMENT	7

17. AUDITS AND REVIEW, AND UPDATE 7

18. MANAGEMENT REVIEW.....7

1. CONTEXT, PURPOSE, AND ORGANIZATION

This section should at least cover the following:

- *The organization or company shall determine external and internal issues that are relevant to its purpose and that affect its ability to achieve the intended outcome (s) of its Occupational Health and Safety Management system (OH&S)*
- *The company shall establish, implement, maintain and continually improve its OH&S management system, including the process needed and their interactions, in accordance with requirements set forth in its manual and adopted standards.*

2. TERMS AND DEFINITIONS

3. LEGAL REQUIREMENTS AND OTHER REQUIREMENTS

This section should at least cover the following:

- *The company shall establish, implement and maintain a process (es) to determine and have access to up-to-date legal requirements, and other requirements that are applicable to its hazards, OH&S risks and OH&S management system.*
- *The company shall establish, implement and maintain a process (es) to determine how these legal requirements and other requirements apply to the company and what needs to be communicated.*
- *The company shall establish, implement and maintain a process (es) to take these legal requirements and other requirements when establishing, implementing, maintaining and continually improving its OH&S management system.*
- *The company shall plan actions to address legal requirements and other requirements, how to integrate and implement the actions into its OH&S management system processes or other business and evaluate effectiveness of these actions.*

4. OCCUPATIONAL HEALTH AND SAFETY POLICY

4.1 Health and Safety Goals

4.2 Organization/Company Commitment

4.3 Update of the Occupational Health and Safety Management Plan

5 ORGANIZATION ROLES, RESPONSIBILITIES AND AUTHORITIES

This section should at least cover the following:

- *Top management shall:*
 1. *Ensure that the responsibilities and authorities for relevant roles within the OH&S management system are assigned and communicated at all levels with the organization and maintained as documented information.*
 2. *Assign the responsibility and authority for ensuring that the OH&S management system conforms to the requirements internally and in compliance with legal requirements.*
 3. *Assign the responsibility and authority for reporting on the performance of the OH&S management system to top management.*

5.1 Senior Management

5.2 Technical Director

5.3 Employees

5.4. Contractors

5.5 Health and Safety Representatives

5.6 Health and Safety Committee

6 HEALTH AND SAFETY CONSULTATION AND PARTISIPATION OF WORKERS

This section should at least cover the following:

The company shall establish, implement and maintain a process (es) for consultation and participation of workers at all applicable levels and function, and, where they exist, workers' representatives, in the development, planning, implementation, performance evaluation and actions for improvement of the OH&S management system.

7 HAZARD IDENTIFICATION AND ASSESSMENT OF RISKS AND OPPORTUNITIES

This section should at least cover the following:

- *The company shall establish, implement and maintain a process (es) for hazard identification that is ongoing and proactive.*
- *The company shall establish, implement and maintain a process (es) to assess OH&S risks from identified hazards, while taking into account the effectiveness of the existing controls.*
- *The company shall establish, implement and maintain a process (es) to assess OH&S opportunities to enhance OH&S performance, while taking into account planned changes to the company, its policies, its processes or its activities.*
- *The company shall plan actions to address risks and opportunities, how to integrate and implement the actions into its OH&S management system processes or other business and evaluate effectiveness of these actions.*

7.1 Hazard Identification, Risk Assessment and Hierarchy of Controls

7.2 Review of Occupational Risks and Opportunities And Others To Occupational Health And Safety Management System

8 HEALTH AND SAFETY OBJECTIVES AND PLANNING TO ACHIEVE THEM

This section should at least cover the following:

- *The company shall establish OH&S objectives at relevant functions and levels in order to maintain and continually improve the OH&S management system and OH&S Performance.*

8.1 Occupational Health and Safety Objectives

8.2. Planning to Achieve Occupational Health and Safety Objectives

9 COMPETENCE, TRAINING AND AWARENESS

This section should at least cover the following:

- *The company shall determine and provide the resources needed for the establishment, implementation, maintenance and continual improvement of the OH&S management system.*
- *The company shall determine the necessary competence of workers that affects or can affect its OH&S performance.*
- *The company shall ensure that workers are competent (including the ability to identify hazards) on the basis of appropriate education, training and experience.*
- *Retain appropriate documented information as evidence of competence.*
- *Workers shall be made aware of the OH&S policy and objectives, their contribution to the effectiveness of OH&S management system and its benefit, the implications and potential consequences of not conforming to the OH&S management system requirements, incidents and the outcomes of investigations, hazards, OH&S risks and actions that are relevant to them.*

10 COMMUNICATION

This section should at least cover the following:

- *The company shall establish, implement and maintain a process (es) needed for internal and external communication relevant to the OH&S management system.*
- *The company shall take into account the diversity aspects (e.g. gender, language, culture, literacy, disability) when considering its communication needs.*

11 REPORTING AND DOCUMENTATION

This section should at least cover the following:

- *The company OH&S management system shall include documented information required and determined by law and the company as evidentiary documents for compliance and conformance, respectively.*
- *The company shall ensure appropriate arrangement for creating and updating of documented information.*
- *The company shall ensure control of documented information required by OH&S management system.*

12 OPERATIONAL CONTROL

Explanatory note 10:

- *The company shall plan, implement, control and maintain a processes to meet requirements of the OH&S management system, and implement actions determined.*
- *The company shall plan, implement, control and maintain a process (es) for elimination of hazards and reduction of OH&S risks using the hierarchy of controls.*
- *The company shall plan, implement, control and maintain a process (es) for the implementation of and control of planned temporary and permanent changes that impact OH&S performance.*
- *The company shall establish a process (es) for the implementation of and control of planned temporary and permanent changes that impact OH&S performance.*
- *The company shall establish, implement, control and maintain a process (es) to control procurement of products and services internally or from external providers such as contractors or outsourced functions and processes in order to ensure their conformity to its OH&S management system.*

13 EMERGENCY PREPAREDNESS AND RESPONSE

This section should at least cover the following:

- *The company establish, implement and maintain a process (es) needed to prepare for and respond to potential emergency situations, as identified in 6.1 including:*
 - *Establishing a planned response to emergency situations; including provision first aid*
 - *Providing training for planned response*
 - *Periodically testing and exercising the planned response capability*
 - *Communicating relevant information to contractors, visitors, emergency response services, government authorities and, as appropriate, the local authorities*
- *The company shall maintain and retain documented information on the process(s) and on the plans for responding to potential emergency situation.*

14 MONITORING, MEASUREMENT, ANALYSIS AND PERFORMANCE EVALUATION

This section should at least cover the following:

- *The company shall establish, implement and maintain a process (es) for monitoring, measurement, analysis, and performance evaluation.*
- *The company shall determine what needs to be monitored and measured, including:*
 - *The extent to which legal requirements and other requirements are fulfilled;*
 - *Its activities and operations related to identified hazards, risks and opportunities*

- *Progress towards achievement of the company's OH&S objectives*
 - *Effectiveness of operational and other controls*
- *The methods for monitoring, measurement, analysis and performance of evaluation, as applicable, to ensure valid results:*
 - *The criteria against which the company will evaluate its OH&S performance monitoring and measuring will be performed*
 - *When the results from monitoring and measured shall be analysed, evaluated and communicated.*
- *The company shall ensure evaluate the OH&S performance and determine the effectiveness of the OH&S management system.*
- *The company shall ensure that the monitoring and measuring equipment is calibrated or verified as applicable, and is used and maintained as appropriate.*
- *The company shall retain appropriate documented information.*
- *The company shall determine the frequency and method (s) for the evaluation of compliance, evaluate compliance and take action if needed, maintain knowledge and understanding of its compliance status with legal requirements and other requirements and retain documented information of the compliance evaluation results.*

15 INCIDENT, NON-CONFORMITY, AND CORRECTIVE ACTIONS

This section should at least cover the following:

- *The company shall establish, implement and maintain a process including reporting, investigating, and taking actions, to determine and manage incidents and nonconformities.*

16 RECORDS AND RECORDS MANAGEMENT

This section should at least cover the following:

- *The company shall maintain and preserve internal and external records are critical to serve as evidential document for OH&S management system.*

17 AUDITS AND REVIEW, AND UPDATE

This section should at least cover the following:

- *The company shall conduct internal audits at planned intervals based on its internal audit program to provide information on OH&S management system:*
 - *conforms to the company's own requirements for tis OH&S management system, including the OH&S policy and OH&S objectives*
 - *Confirms to the requirements set by international standards and industry best practices*
 - *is effectively implemented and maintained*

18 MANAGEMENT REVIEW

This section should at least cover the following:

- *Top management shall review the organization's OH&S management system, at planned intervals, to ensure its continuing suitability, adequacy and effectiveness.*

Note:

- A. *List of Documented Information on OH&S Management System as Required by International Standards and Industry Best Practices:*
 - 1. *Scope of OH&S management system or the purpose of Health and Safety Management System*
 - 2. *Management review*
- B. *List of Consulted Information on OH&S Management System as Required by International Standards and Industry Best Practices:*
 - 1. *Evidence of Consultation and Participation of Workers*
 - 2. *Hazards Identification*
- C. *List of Documented and Consulted Information on OH&S Management System as Required by International Standards and Industry Best Practices:*
 - 1. *OH&S Policy*
 - 2. *Organizational Roles, Responsibilities and Authorities*
 - 3. *Plan actions to address OH&S risks and opportunities, Legal requirements and other requirements and to prepare for and respond to emergency situations*
 - 4. *OH&S Objectives and Plan to achieve them*
 - 5. *Retain appropriate documented information as evidence of competence*
 - 6. *Evidentiary documents for operational planning and control, e.g. eliminating hazards and reducing OH&S risks, management change, procurement and emergency preparedness and response.*
 - 7. *Evidentiary documents for performance evaluation, e.g. internal audit, etc.*
 - 8. *Evidentiary documents for Improvement, e.g. implement necessary actions resulting from performance evaluation and actions taking for continual improvement.*