

# ***SAFETY PROCEDURE***

## **HEALTH AND SAFETY MANAGEMENT PROCEDURE FOR THE CONTEXT OF THE ORGANIZATION**

## TABLE OF CONTENTS

1. APPROVAL .....	3
2. PURPOSE.....	4
3. SCOPE .....	4
4. TERMS AND DEFINITIONS.....	4
5. ROLES AND RESPONSIBILITIES .....	4
6. PROCEDURES .....	5
6.1 Overview of the Context of the Organization Assessment .....	5
6.2 Determining the Context .....	5
6.3 Interested Parties .....	5
6.4 Interest Party Requirements and Issues of Concern .....	6
6.5 Risks and Opportunities .....	6
6.6 Strategic Objectives and Direction .....	7
7. RELATED PROCEDURES, FORMS AND DOCUMENTS .....	7
8. REVIEW CRITERIA .....	7
9. RECORD MANAGEMENT .....	8
10. REFERENCES .....	8

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## 2. PURPOSE

The purpose of this procedure is to define the guidelines and strategy on how to establish the context of the organization and subsequent strategic objectives and direction of **Insert Your Company** through the:

- Identification of interested parties.
- Analysis of internal and external issues of concern.
- Identification of needs and expectations of interested parties.
- Relevant risks and opportunities.

## 3. SCOPE

This procedure applies to the processes of defining **Insert Your Company** in the marketplace and understanding how relevant factors, including legal, economic, social and technological issues influence our strategic direction on **Insert Your Company** organizational context.

## 4. TERMS AND DEFINITIONS

Term	Definition
Inputs	Resources such as people, materials, energy, information or financial that are put into a process to seek a desired output.
Interested Parties	Stakeholders who receive our products and services, or who may be impacted by them, or those parties who may have a significant interest in (or to) <b>Insert Your Company</b> .
Objectives	Results to be achieved. Objectives must be SMART – Specific, Measurable, Achievable, Realistic and Timely.
Opportunities	The positive effect of uncertainty.
Outputs	The result of a process.
Processes	A set of interrelated or interacting activities which use inputs to deliver outputs.
Risks	The likelihood of a negative effect.
Risk Assessment	Is the overall process of risk identification, risk analysis and risk evaluation.

## 5. ROLES AND RESPONSIBILITIES

**Managers** are responsible for:

- Understanding the needs of internal and external stakeholders, to ensure that **Insert Your Company** health and safety management system is effective.