

Annual Safety Review & Report

for Period:

Health and Safety Goal

To achieve a **NIL SERIOUS INJURY** record for operations

Health & Safety Objectives

The following objectives were identified as part of our Annual Safety Improvement **Plan for 2024:**

	Due	Progress
1.		
2.		
3.		

Safety Data

	2024	2023	2022	2021	2020
Total Reported Incidents					
Serious Harm Incidents (Status 3-)					
Notifiable Events (Status 2-) Notified to WorkSafe					
Significant Near Miss Incidents 1 step away from Status 3-					
Staff Harm Incidents					
Other Harm Incidents					
Medical Incidents (incl illness & pre-existing med condition)					
Behavioural Incidents					

Key Incidents

Inc #	Activity/ Location/ Prog	Harm / Near Miss & Status	Description

Further details are available if required.

Incident Trends/Concerns

Review of SMS

What	What / When
Annual Internal Review of SMS Taking into account: <ul style="list-style-type: none"> <input type="checkbox"/> Incident reviews and other feedback (incl complaints) <input type="checkbox"/> Audit findings <input type="checkbox"/> Reports from technical advisers and/or technical experts <input type="checkbox"/> Changes to H&S legislation, regulations, codes of practice & standards? <input type="checkbox"/> Sector information 	
Internal Review of Activities Including: <ul style="list-style-type: none"> <input type="checkbox"/> Changes to current good practice - ASG's, TE advice, other sector info <input type="checkbox"/> Adequacy of risk assessments & controls (SOP's) <input type="checkbox"/> Emergency/rescue response <input type="checkbox"/> Technical advisor involvement <input type="checkbox"/> Actions implemented, outcomes communicated 	
Review of Staff Competence Including: <ul style="list-style-type: none"> <input type="checkbox"/> Competence levels appropriate <input type="checkbox"/> Staff induction, training & training plan 	

Safety Training & Engagement

What	Who	When
Safety Meetings / Safety Updates		
Safety Training		
- Safety Induction		
-		
-		
Emergency Response Training		
-		
-		

Sign off:

Position:

Date: