



EHS Management Review

VAIL-EHS-080

Affected Departments	
ALL	

	Role	Date
Originator	EHS Manager	05 Jun 2023
Reviewer	EHS Manager	05 Jun 2023
Process Owner	EHS Manager	05 Jun 2023
Approved By	EHS Manager	05 Jun 2023
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1	Initial Issue	05 Jun 2023

List of Abbreviations	
SMT	Senior Management Team
OHSMS	Occupational Health and Safety Management System
EMS	Environmental Management System
EHS	Environmental, Health and Safety
OH&S	Occupational Health and Safety

Reference Documents	
ISO14001:2015	Environmental Management Systems
ISO45001:2018	Occupational Health and Safety Management Systems

Forms	

1.0. Purpose

- 1.1. This procedure defines the Management Review process, its objectives, inputs and outputs and is the method for providing feedback with respect to the compliance with the applicable regulations and any issues, to the nominated persons and to the Accountable Manager (Managing Director) that ensures proper and timely corrective action is taken in response to reports resulting from the independent audits.
- 1.2. The Management Review process requires that the Occupational Health and Safety Management System (OHSMS) and Environmental Management System (EMS) is reviewed by the Senior Management Team (SMT) at planned intervals to ensure continued system effectiveness.

2.0. Scope

- 2.1. This procedure applies to the Occupational Health and Safety management review process and the Environmental management review process.

3.0. Responsibility

- 3.1. It is the responsibility of the SMT to review the organization's OHSMS and EMS at planned intervals to ensure its continuing suitability, adequacy, and effectiveness.
- 3.2. The SMT will appoint a representative to ensure the implementation of this procedure and is responsible for the compilation and analysis of appropriate review data and scheduling the periodic Management Review Meetings.
- 3.3. Business Unit Process Owners are to provide operational data for the compilation of the agenda items for discussion at the periodic Management Review Meetings.

4.0. Action

- 4.1. The review of the OHSMS and EMS is carried out during periodic Management Review Meetings.
- 4.2. Frequency
 - 4.2.1. Overall performance of the OHSMS and EMS is reviewed by the SMT at a minimum of annually. The Chairman determines the review schedule and dates in coordination with participating attendees.

4.3. Agenda

4.3.1. The agenda for management review meetings is prepared by the appointed Management Representative then distributed to the participating managers. At a minimum, the agenda covers all items listed in the review input section of the procedure.

4.4. Review Input

4.4.1. Occupational Health and Safety Management Review shall include consideration of:

- a. the Status of actions from previous management reviews;
- b. changes in external and internal issues that are relevant to the OH&S management system, including:
 - the needs and expectations of interested parties;
 - legal requirements and other requirements;
 - risks and opportunities;
- c. the extent to which the OH&S policy and the OH&S objectives have been met
- d. information on the OH&S performance, including trends in:
 - incidents, nonconformities, corrective actions and continual improvement;
 - monitoring and measurement results;
 - results of evaluation of compliance with legal requirements and other requirements;
 - audit results;
 - consultation and participation of workers;
 - risks and opportunities;
- e. adequacy of resources for maintaining an effective OH&S management system;
- f. relevant communication(s) with interested parties;
- g. opportunities for continual improvement.

4.4.2. Environmental Management Review shall include consideration of:

- a. the status of actions from previous management reviews;
- b. changes in:
 - external and internal issues that are relevant to the environmental management system;
 - the needs and expectations of interested parties, including compliance obligations;

- its significant environmental aspects;
- risks and opportunities;
- c. the extent to which environmental objectives have been achieved
- d. information on the organization's environmental performance, including trends in:
 - nonconformities and corrective actions;
 - monitoring and measurement results;
 - fulfilment of its compliance obligations;
 - audit results;
- e. adequacy of resources;
- f. relevant communication(s) from interested parties, including complaints;
- g. opportunities for continual improvement.

4.5. Review Output

4.5.1. The outputs of the Occupational Health and Safety management review shall include decisions related to:

- a. the continuing suitability, adequacy and effectiveness of the OH&S management system in achieving its intended outcomes;
- b. continual improvement opportunities;
- c. any need for changes to the OH&S management system;
- d. resources needed;
- e. actions, if needed;
- f. opportunities to improve integration of the OH&S management system with other business processes;
- g. any implications for the strategic direction of the organization.

4.5.2. The outputs of the Environmental management review shall include:

- a. conclusions on the continuing suitability, adequacy and effectiveness of the environmental management system;
- b. decisions related to continual improvement opportunities;
- c. decisions related to any need for changes to the environmental management system, including resources;
- d. actions, if needed, when environmental objectives have not been achieved;

- e. opportunities to improve integration of the environmental management system with other business processes, if needed;
- f. Any implications for the strategic direction of the organization.

4.6. Records of Management Review

4.6.1. Management Reviews are minuted and records are maintained in accordance with archiving requirements and outputs are communicated to employees and workers representatives.