JER-8000-MGT-PRO-0016 Management Review

(AS/NZS, ISO 45001:2018, Clause 9.3)

1 INTRODUCTION

The Safety Management System needs periodic reviews to ensure that it meets the requirements in respect of continued suitability:

a. policy and objectives;

b. adequacy and effectiveness;

c. opportunities for improvement.

All changes to the Safety Management System / policy / and objectives are kept up to date.

2 SCOPE

The Management Review covers the operation of the Safety Management System throughout the Organisation.

3 RELEVANT LEGAL & OTHER REQUIREMENTS

- Work Health and Safety Act 2011 (NT)
- Work Health and Safety Regulation 2011 (NT)

4 RESPONSIBILITY

Senior Leadership Team	1. Provides strategic direction on the management of health and safety within defined Executive portfolios. 2. Ensures that the Safety Management System is reviewed at planned intervals to ensure its continued suitability, adequacy and effectiveness. 3. Ensures that the minutes of the meeting are recorded. 4. Ensures that any actions are identified and corrected. 5. Ensures that opportunities for improvement are identified and implemented.
Safety Manager	1. Ensures this procedure is fit for purpose and meets all applicable legislative requirements. 2. Ensures that this procedure is implemented and is regularly reviewed and monitored for ongoing effectiveness. 3. Supports managers, supervisors and workers in the implementation and operation of this procedure in the business. 4. Recommends change or improvement to this procedure as required.
Managers and Supervisors	1. Ensure the implementation and operation of this procedure within their area of responsibility. 2. Support the consultation process. 3. Recommend change or improvement to this procedure as required.

Workers	1. Ensure they are familiar with the procedure. 2. Comply with this procedure at all times. 3. Maintain currency of training and any competencies where required for specified work tasks. 4. Recommend change or improvement to this procedure as required.

It is the responsibility of the Senior Leadership Team to ensure that:

5 PROCEDURE

The Management Review is held at planned intervals as agreed with the Senior Leadership Team to address all parts of the Organisation's Integrated Management System:

- to determine whether the company is operating effectively to the benefit of the Organisation;
- to identify opportunities for improvement;
- to determine whether the Organisation is continuing to meet customer requirements;
- to prevent non-conformity.

The meeting is attended by the SMS Manager, representatives of the Senior Leadership Team and other staff as appropriate. The meetings address the following topics:

- actions from previous management reviews;
- changes in external/internal issues relevant to the IMS;
- information on Integrated performance, including trends (analysis and evaluation – see SMS clause 9.1.3) for:
    - nonconformities and corrective actions;
    - monitoring and measurement results;
    - audit results;
    - customer satisfaction;
    - meeting safety objectives;
    - issues concerning interested parties and external providers
    - process performance and conformity of products and services
- effectiveness of actions to address risk and opportunity;
- adequacy of resources;
- opportunities for improvement.

The review covers as a minimum the period since the last Management Review Meeting.

The person responsible for any actions identified at the meeting is recorded together with target dates for completion where appropriate. KGL Resources allocates the necessary personnel and resources for these actions.

Outputs from the Management Review includes decisions related to:

a. improvement opportunities;

b. changes to the IMS;

c. additional resource requirements.

The minutes of the meeting are recorded and retained for future reference. Copies are provided to all personnel who attended the meeting together with those who have actions placed upon them.

6 CONSULTATION

This procedure has been developed and implemented in consultation and co-operation with KGL Resources' workers.

7 BREACH OF THIS PROCEDURE

Workers must comply with this procedure at all times. KGL Resources takes breaches of this procedure very seriously.

If an employee is found to have breached this procedure they may be subjected to disciplinary action in accordance with KGL Resources' disciplinary processes. Contractors of KGL Resources who are found to have breached this procedure may be the subject of action under their contract with KGL Resources.

8 RELATED DOCUMENTATION

JER-8000-MGT-FM-0015 SMS Management Review Meeting Agenda

9 MONITORING, EVALUATION AND REVIEW

VERIFICATION	
Monitoring	Compliance with this procedure will be monitored through training and regular audits.
Evaluation & Review	The risk rating is low, reviewed every 3 years. A review will be undertaken sooner if there are changes to legislation, standards and industry codes, or following a SMS review, changes as defined by WHS Regulators, or to ensure continual improvement.
Version Control	Version 1: May 2026

10 APPROVAL

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