ANNUAL SAFETY PLAN.....2018...................... SCHOOL/DEPARTMENT...................Mathematical Sciences

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| --- | --- | --- | --- | --- | --- |
| **Initial status review** | | | | | |
| **POLICY** | **Excellent** | **Good** | **Average** | **Poor** | **Actions** |
| **Adherence to University Policy, Codes of Practice** |  | **x** |  |  | **Revised code of practice updated** |
| **Implementation of latest safety circular information** |  | **x** |  |  |  |
| **Status of local guidance documents** |  | **x** |  |  |  |
| **ORGANISING** |  |  |  |  |  |
| **Adequate safety team and responsibilities defined** |  |  | **x** |  | **Some required at school level** |
| **Competence of safety team** |  | **x** |  |  |  |
| **Areas of control clarified** |  |  |  |  | **Not clear when FM complete actions** |
| **Safety communication within School/Department** |  | **x** |  |  | **H&S Items are raised but as required** |
| **Safety communication with other areas/Departments** |  |  | **x** |  | **FM need to report /liaise** |
| **Safety training arrangements** |  |  | **x** |  | **Training matrix to be prepared** |
| **Adequate resources available for safety** |  | **x** |  |  | **Appointed deputy DSC** |
| **Availability of safety documentation/information** |  | **x** |  |  | **All on webages** |
| **PLANNING** |  |  |  |  |  |
| **Up to date hazard inventory** |  | **x** |  |  |  |
| **Risk assessments – high risk priorities identified** |  | **x** |  |  | **Standard campus-wide assessments** |
| **Risk assessments – programme of assessment/review** |  | **x** |  |  |  |
| **Local performance standards in place** |  |  | **x** |  |  |
| **Meetings and communication** |  | **x** |  |  | **H&S now item at Dept meetings** |
| **MONITORING** |  |  |  |  |  |
| **Monitoring/inspection programme** | **x** |  |  |  |  |
| **Completion of actions from previous plan** | **x** |  |  |  |  |