



**Plastica Ltd**

## **Management Review**

*(ISO 14001:2015, Clause 9.3, ISO 45001:2018, Clause 9.3)*

**Creation Date: 24/05/23**

**Reviewed On: 21/05/24 (No changes)**

**Version: 1**

**HS&E 37**

## **1.0 Introduction**

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

- a) Policy and objectives;
- b) Adequacy and effectiveness;
- c) Opportunities for improvement.

All changes to the Integrated Management System, policies and objectives are kept up to date.

## **2.0 Scope**

The Management Review must cover the operation of the Integrated Management System throughout the organisation.

## **3.0 Responsibility**

It is the responsibility of senior management to ensure that:

- a) The Integrated Management System is reviewed at planned intervals to ensure its continued suitability, adequacy and effectiveness;
- b) The minutes of the meeting are recorded;
- c) Any actions are identified and corrected;
- d) Opportunities for improvement are identified and implemented.

## **4.0 Process**

4.1 The Management Review must be held at planned intervals as agreed with senior management to address all parts of the Plastica Ltd's Integrated Management System and:

- a) To determine whether the company is operating effectively to the benefit of the organisation;
- b) To identify opportunities for improvement;
- c) To determine whether Plastica Ltd is continuing to meet customer requirements;
- d) To prevent nonconformity.

The meeting must be attended by the management representative(s), representatives of snr management and other staff as appropriate. The meeting shall address the following topics:

- Actions from previous management reviews
- Changes in external/internal issues relevant to the Integrated Management System
- Information on integrated performance, including trends (analysis and evaluation – see IMS clause 9.1.3) for:
  - Nonconformities, corrective actions and incidents
  - Monitoring and measurement results
  - Audit results
  - Customer satisfaction
  - Meeting Integrated objectives
  - Issues concerning interested parties and external providers
  - Process performance and conformity of products and services
  - Environmental aspects
  - Relevant communications from interested parties, including complaints

- Consultation and participation from workers
- Effectiveness of actions to address risk and opportunity
- Results of the evaluation of compliance with legal and other requirements
- Adequacy of resources
- Opportunities for improvement

- 4.2 The review must cover as a minimum, the period since the last Management Review Meeting.
- 4.3 The person responsible for any actions identified at the meeting must be recorded together with target dates for completion where appropriate. Plastica Ltd must allocate the necessary personnel and resources for these corrective actions.

Outputs from the Management Review shall include decisions related to:

- Improvement opportunities
  - Conclusions on the effectiveness of the Integrated Management System
  - Actions on environmental and health and safety objectives
  - Opportunities to improve business integration
  - Changes to the Integrated Management System
  - Implications for the strategic direction of the organisation
  - Additional resource requirements
- 4.4 The minutes of the meeting must be recorded and retained for future reference. Copies must be provided to all personnel who attended the meeting together with those who have actions placed upon them.

## **5.0 Related Documentation**

HFR 15 and 16 – Management Review Agenda and Minutes