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Audit	Description & Process	Stakeholders
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Type		
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- Reporting all audit findings and outcomes to the ELT and Board.
- Track and report against corrective actions from Audits to demonstrate to the Board and ELT that rectification work is completed.

Divisional Managers

- Agree a Tier Two audit schedule with the Group Manager – H&S as part of the Annual planning process
- All managers are aware and understand their responsibility to ensure this procedure is implemented within their area of work or workplace.

Health and Safety Managers

- Work with their Divisional Managers to develop an annual Tier Three audit schedule.
- Select competent auditors to undertake audits within their area of responsibility.
- A process and plan is in place to undertake, review and manage audits and audit recommendations.

Managers

- Participate and co-operate with aspects of the audit and with the auditor.
- Ensure all their employees participate in the process for audits and cooperate with auditors.
- Assist with actioning of any audit recommendations and outcomes.

Workers

- Participating in aspects of the audit process and auditor requirements.
- Assisting management with implementation of any audit recommendations and outcomes.

5 Other Information

- H&S Tier Two Audit Tool (HS15-01-01)
- H&S Definitions (HS01-01-01).
- Full table of Procedures (HS01-01-02).
- Measuring and Monitoring H&S Performance Standard and Procedure (HS16-01).

6 Document Control

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