

HSW MANAGEMENT SYSTEM (HSWMS) MANAGEMENT REVIEW STANDARD

SCOPE

This standard applies to the top-level Health, Safety and Wellbeing committees, Health, Safety and Wellbeing Units and senior management in the Monash Group. The Monash Group includes controlled entities, joint ventures, off-shore campuses and delivery locations.

For the purpose of this standard, references to 'the University' includes activity at Monash University Australia, Monash University Malaysia, Monash University Indonesia, Monash Suzhou, the Monash University Prato Centre, Monash College Pty Ltd and World Mosquito Program Ltd (and its subsidiaries), unless indicated otherwise.

This document defines the process to review the Monash University Health and Safety Management System (HSWMS) by evaluating the continuing suitability, adequacy and effectiveness of the system. The management review is a key component of the ISO 45001:2018 performance evaluation clause (9) as shown in Appendix 1.

1. Abbreviations

HSWMS	Health, Safety and Wellbeing Management System
HSW	Health, Safety and Wellbeing

2. HSWMS Management Review

Health, Safety and Wellbeing leaders should conduct a periodic management review of the organisation's Health and Safety Management System (HSWMS). The management review must determine the:

- Adequacy of resources affecting HSW and wellbeing performance;
- Trends in reported hazards and incidents;
- Trends in incident investigations, non-conformities, corrective actions and continual improvement;
- Extent of meeting the Health, Safety & Wellbeing Policy and strategic objectives;
- Changing circumstances related to HSW including:
 - Legal and other external requirements;
 - Interested parties; and
 - Risks and opportunities.
- Recommendations for improvement.

The management review report must be tabled periodically at an appropriate top-level Health, Safety and Wellbeing Committee.

Outputs of the management review, including decisions and actions, are to be implemented to facilitate continual improvement of HSW performance and inform the strategic direction of the HSWMS.

An overview of the management review process is shown in Appendix 2.

3. Responsibility for Implementation

Health, Safety and Wellbeing Leaders

It is the responsibility of Health, Safety and Wellbeing Leaders to:

- Conduct a periodic review of the HSWMS to determine the continuing suitability, adequacy and effectiveness for the organisation;

- Prepare a written report of management review findings and recommendations; and
- Implement output actions as agreed at the Health, Safety and Wellbeing Committee meeting.

4. Records

For HSW Records document retention please refer to the University's: [Information Governance and Recordkeeping Procedure](#)

DEFINITIONS

Key word	Definition
Monash Group	The Monash Group includes controlled entities, joint ventures, off-shore campuses and delivery locations.
Health and Safety Management System (HSWMS)	The HSWMS is the collected policies, processes, standards and rules put in place by an organisation intended to support improvement of HSW performance, fulfil legal and other requirements and achieve HSW objectives.
Health, Safety & Wellbeing Objectives	HSW objectives are established at relevant functions and levels to maintain the management system and to achieve continual improvement in HSW performance.
Health, Safety & Wellbeing Performance	The performance related to the effectiveness of the prevention of injury and ill health to workers; including staff, students, contractors and visitors, and the provision of safe and healthy workplaces.
Health, Safety & Wellbeing Leaders	Person or group of people who direct and are responsible and accountable for HSW at the highest level within each area of the Monash Group e.g. Director, Health Safety & Wellbeing, Occupational Health, Safety & Environment Manager (MUM), etc.
Organisational Units	This term is used as a collective term for the following: Faculty, Division, School, Department, Directorate, Centre and Business Units.

GOVERNANCE

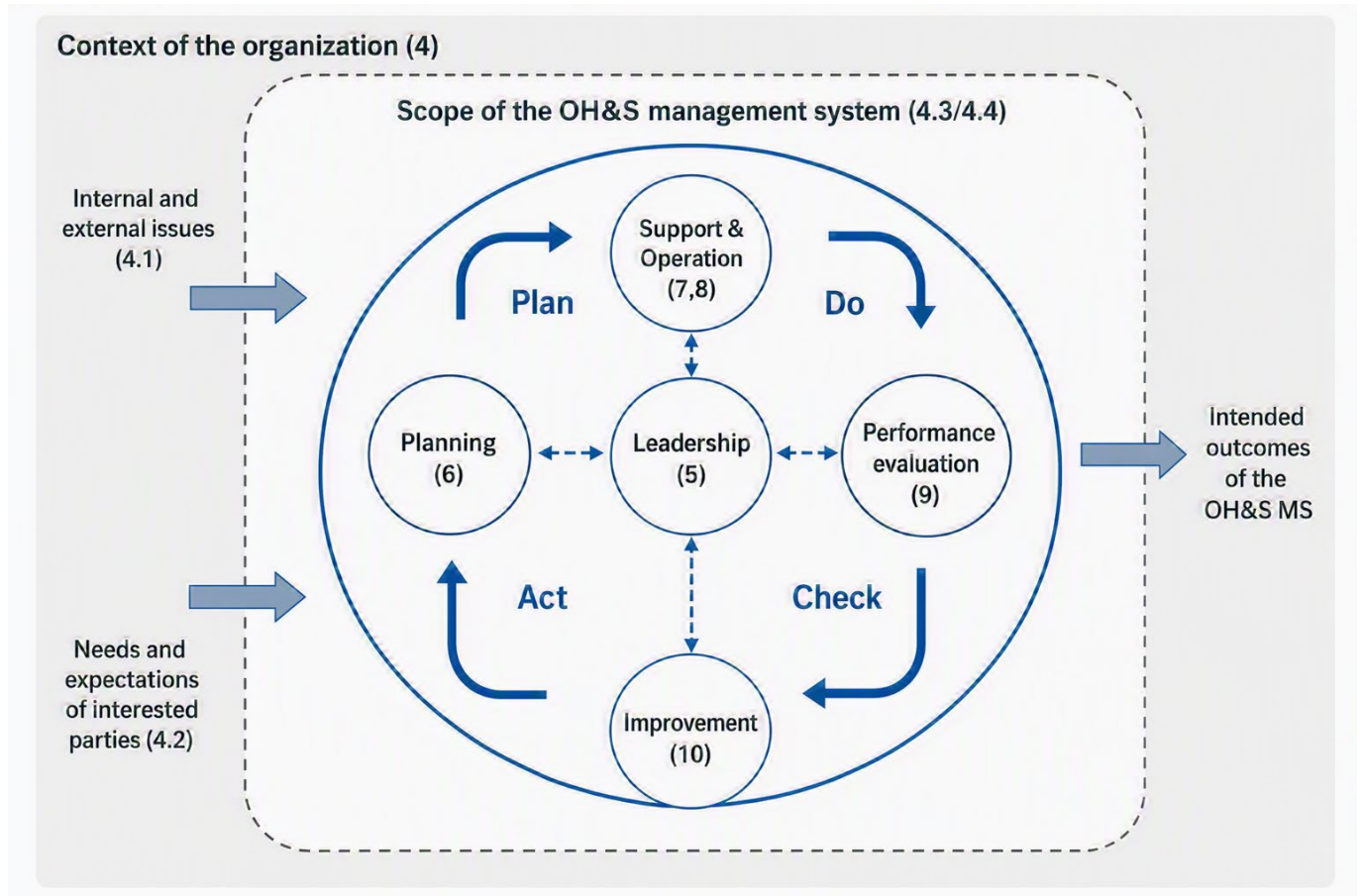
Parent policy	HS&W Policy
Supporting documents	HSW Monitoring and performance evaluation Standard HSW Roles and Responsibilities Standard
Supporting schedules	N/A
Associated documents	Australian and International Standards ISO 45001:2018 Occupational Health and Safety Management Systems
Related legislation	N/A
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DOCUMENT HISTORY

Version	Date Approved	Changes made to document
1.0	2026	Administrative changes due to: • Conversion of Procedure to a HSW Standard • Transition Procedure out of University Policy Bank on to HSW website

APPENDIX 1

ISO 45001 - Occupational Health and Safety Management System Model



APPENDIX 2

Management Review Process

