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| Plan from | *July 2019* | to | *June 2020* |

Purpose

To set measurable objectives, targets and performance indicators to action to improve WHS performance

**Plan**

| **OBJECTIVE** | **TARGET** | **INDICATOR** | **RESPONSIBILITY** | **ACTIONS** | **TIMEFRAME** |
| --- | --- | --- | --- | --- | --- |
| *Refresh Incident / Near Miss Reporting Processes to all employees and Volunteers* | *Training completed for existing members*  *Training included in inductions* | *% xx training and Induction records completed*  *Increased submission of incident/near miss reports* |  |  |  |
| *Contractor Inductions commenced and Preferred Contractor Register established* | *All contractors undertake site induction*  *Preferred contractors selected* | *% xx contractors undergo a site Induction and records kept*  *Evidence of Preferred Contractor Register (hard/soft copy)* |  |  |  |
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| **Authorisation** | |
| Church Council verifies authorisation of this Plan  **Date: / /** | **Name:**  **Position:**  **Signature:** |