

## HSE Management Plans

### 1. APPLICABILITY

- 1.1 This standard applies to all Honeywell organizations and majority owned subsidiaries worldwide.

### 2. OVERVIEW

- 2.1 Honeywell Leadership is committed to continual improvement in HSE performance. Continual improvement is a key driver of any strong HSE management system. The Honeywell HSE Management System drives continual improvement through the establishment of objectives and targets derived from past performance measurements, HSE aspects assessments, Honeywell HSE policy and legal and other requirements. Management plans are essential to this effort in that they establish formal plans designed to achieve an organization's objectives and targets.

### 3. DEFINITIONS

- 3.1 Definitions for underlined text are found at the end of this document.

### 4. REQUIREMENTS

- 4.1 The organization shall establish documented HSE management plans for each HSE objective established by the organization.
- 4.2 As a minimum each management plan shall include the following elements:
  - 4.2.1 Description of the objective to be achieved
  - 4.2.2 Roles and responsibilities including identification of the individual(s) responsible for achieving the objective and those responsible for key contributing actions or targets
  - 4.2.3 Description of how the objective will be achieved including provisions for adequate resources
  - 4.2.4 Time frame for completion of the objective (including milestones, where appropriate) and key actions or targets
- 4.3 Organization leadership must review and approve each management plan and work toward achieving the related objectives at regular planned intervals. When changes occur that could affect the management plans, the plans shall be reviewed and amended as necessary. When amendments are made to management plans, the amendments must be documented.
  - 4.3.1 Management plans shall be reviewed as part of the management review process (see Management Review (HSEMS 215))
- 4.4 Records
  - 4.4.1 All management plans shall be documented.

**5. RELATED DOCUMENTS**

5.1 None defined now.

**3. DEFINITIONS**

<b>Management Plans</b>	Documented plans designed to achieve an organization's objectives. The plans should include the objective to be achieved, those responsible, the means (actions, targets and resources) used to achieve objectives, and when the objective and critical milestones will be achieved. Common approaches to management plans include the use of spreadsheets, Gantt Charts and project management software
<b>Objective</b>	Strategic, usually long term, HSE goals that are designed to address the organization most significant and prioritized HSE aspects. Objectives should align with both the Honeywell HSE policy and the organizations STRAP
<b>Organization</b>	The entity for which the HSE management system applies. For purposes of complying with this HSEMS, Honeywell organizations may be defined at the most appropriate level such as Corporate, SBG (strategic business group), SBU (strategic business unit), SBE (strategic business enterprise) facility, service group, etc.
<b>Targets</b>	Detailed activities or actions identified by the organization as necessary to achieve the HSE objectives. Targets are usually short term and achievable within a year and are most effective when integrated into the organization's Annual Operating Plan (AOP)