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IMS Policy		



Falmouth Harbour  
Commissioners

# Integrated Management System Policy

Version No.	Date	Document Owner (author)	Description of changes made
0.1	20/01/2016	FHC Board	VS - Drafted for review and approval
0.2	26/01/2016	FHC Board	Reviewed by CEO
1.0	29/01/2016	FHC Board	Approved and signed
1.1	10/01//2017	FHC Board	Revised for Board Approval
1.2	15/01/2018	FHC Board	Revised to ensure requirements of 2015 standards are incorporated
1.3	15/02/2019	FHC Board	Revised to include more information on context of the organisation & change management.
1.4	21/02/2020	FHC Board	Revised to comply with requirements of BS ISO 45001:2018 and include info on data management and external certification of IMS for FPS.
1.5	22/01/2021	FHC Board	<i>Added plan to appraise sustainability of decisions</i>

This document is due for review on 31/01/2022 by the current document owner

Falmouth Harbour Commissioners, including service arms Falmouth Haven and Falmouth Pilot Services, are committed to providing quality services to our customers and stakeholders, within which we provide safe and healthy working conditions for the prevention of work related injury and ill health and mitigate potential harm to the environment whilst continuing to meet our wider obligations as a Trust Port.

In order to achieve this aim we will work closely with our harbour users, customers, stakeholders and suppliers in order to:

- Consult with and invite participation from staff and /or their representatives and ensure that customer / stakeholder requirements are understood;
- Identify (and where possible mitigate) risks relating to business continuity and *appraise all changes to ensure we are maximising benefits to the environment, and society;*
- Identify risks to marine safety, health and safety of employees, contractors, the public and the environment ensuring they are assessed and mitigated to prevent injury and / or ill health and pollution;
- Develop objectives and specify projects in order to exploit opportunities, control identified risks and monitor performance through oversight by appropriate committees, sub-committees and panels;
- Provide the resources required to deliver our services effectively, safely, within budget and on time;
- Maintain compliance with relevant legislation and other requirements the organisation subscribes to;
- Continually improve the performance of our integrated management system to enhance environmental and safety performance, maintain customer satisfaction and further develop our business processes through external and internal audit, supported by a proactive approach to process development;
- Review and updated our Marine Safety, Quality, Health & Safety and Environmental objectives annually to ensure continued legal compliance, customer and stakeholder satisfaction; and
- Ensure data is valued and well managed throughout the organisation to aid in monitoring objectives, identifying improvements and managing risks.

To demonstrate our commitment to continual performance improvement we will:

- Continually improve our Integrated Management System in accordance with relevant international standards BS ISO 9001:2015 – Quality, BS ISO 45001:2018 – Health & Safety, BS ISO 14001:2015 – Environment and the Port Marine Safety Code 2016, and continue to externally certify the FPS IMS with NQA;
- Communicate this policy to our employees, customers, stakeholders and all persons acting on behalf of FHC; and
- Provide information about our performance based on quantifiable objectives.

This policy is publicly available and forms part of our Integrated Management System and Port Marine Safety Code compliance. It is subject to annual review.

Adopted by the Commissioners 26<sup>th</sup> February 2021

 ..... Chair