



**Safe TO Work**

### **STOW Surveillance Audits**

The STOW Implementation Board wishes to notify you that Surveillance Audits will now be conducted on STOW certified companies. This is a part of our continuous improvement process to ensure that certified companies are maintaining their HSE management systems during the period of certification. Please note the following:

Surveillance Audits will be conducted at the six-month interval for certified companies who were awarded certification for 1 year and at the 1-year interval for companies who were awarded certification for 2 years. Companies will be selected to undergo surveillance audits based on the following criteria:

- J High Risk Companies with  $\geq 10$  non-conformances
- J Non-closure of legislative non-conformances
- J Repeated legislative non-conformances
- J Complaints received from client companies on the HSE performance of a company
- J Incidents in the public domain which are brought to the attention of the STOW Implementation Board
- J Random selection by the STOW Project Office to ensure that companies not captured by the aforementioned criteria are also considered for surveillance audits

The surveillance audit will focus on a number of areas of the HSE Management System including:

- J The closure of non-conformances identified in the certification/re-certification audit - HSE Management Leadership & Accountability - Legal Requirements & Document Control
- J The Risk Assessment & Management Process
- J HSE Competence & Training
- J Systems for Reporting, Investigating & Managing Incidents and
- J Systems for the Identification of Emergency Situations & Consequences
- J Management Reviews
- J Any other area deemed necessary based on the certification audit report

The company will be required to provide access to all sites and documentation for surveillance purposes. Depending on the outcome of the audit, a decision may be taken to maintain, suspend or withdraw certification.

Refusal to comply with the requirements to conduct a surveillance audit can result in suspension or withdrawal of certification.