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Document Revision Record

Revision:	Date:	Revised by:	Description of Changes
0	16 Dec 16	KC	Final
1	22 Dec 17	KC	Annual Revision L&D Manager replaced with H&S Manager All references to Action Tracking Register deleted as Support Queue is used Responsibilities of H&S Manager added to Section 4 New Section added (Section 5) – Objectives and Targets A new training course was added (Workstation Ergonomic Assessor Training) CCP Office inspections changed to once every three months. Reference added to Eureka System for Health and Safety template storage.