

# Management Review Year Wheel

Appendix to MAN-07-01-DGS Guidance on Management Review

# Management Review Year Wheel



## December:

- Weekly IPC Reviews
- Weekly Sales-updates
- Review of Audit Findings
- Resource Review

## January:

- Weekly IPC Reviews
- Weekly Sales-updates
- Review of Audit Findings
- High Level Risk & Opportunity Review
- Sales strategy KPI Review (SLT)

## February:

- Weekly IPC Reviews
- Weekly Sales-updates
- Review of Audit Findings

## March:

- Weekly IPC Reviews
- Weekly Sales-updates
- Review of Audit Findings

## April:

- Weekly IPC Reviews
- Weekly Sales-updates
- Review of Audit Findings
- Sales Strategy

## May:

- Weekly IPC Reviews
- Weekly Sales-updates
- Review of Audit Findings
- KPI Review (SLT)

## June:

- Weekly IPC Reviews
- Weekly Sales-updates
- Review of Audit Findings

## July:

- Weekly IPC-meetings
- Weekly Sales-updates
- Review of Audit Findings

## August:

- Weekly IPC Reviews
- Weekly Sales-updates
- Review of Audit Findings
- Sales Strategy
- KPI Review (SLT)
- High Level Risk & Opportunity Review (SLT)

## September:

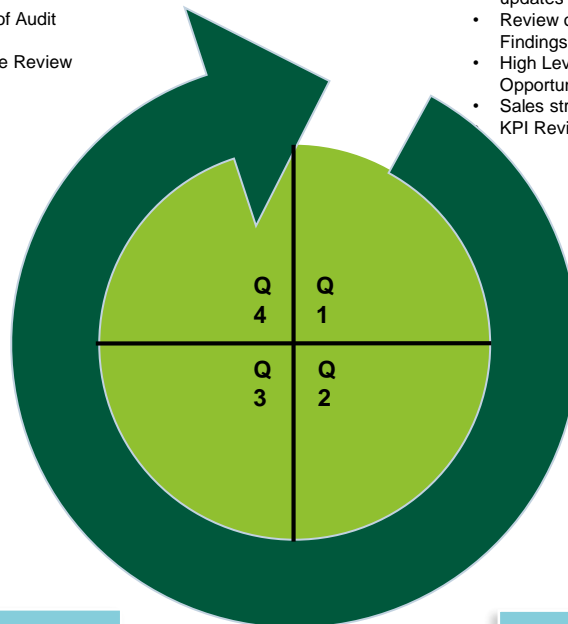
- Weekly IPC Reviews
- Weekly Sales-updates
- Review of Audit Findings
- **Management Review**

## October:

- Weekly IPC Reviews
- Weekly Sales-updates
- Review of Audit Findings

## November:

- Weekly IPC Reviews
- Policy Review
- Weekly Sales-updates
- Review of Audit Findings
- Sales Strategy
- KPI Review (SLT)



# Management Review Agenda

Yearly; 3<sup>rd</sup> Thursday in September

- Actions from previous Management Review; status. Action owners
- Incident, Problem, Change; trends. Head of Operations
- Customer survey, complaints and feedback; trends. Head of Operations
- Accident and Near Miss Review; status. Company HSE-responsible
- IT Systems; status and plans. ICT Director
- Security; status and plans. Head of Security
- Audit Findings and Repair Ability; trends. Compliance & Assurance Director