



# ISO 18001 Occupational Health And Safety Management System (OHSMS)

## Introduction

---

OHSAS 18001 sets out the minimum requirements for occupational health and safety management best practice. Work with us to bring work health and safety (H&S) into your business and you can achieve the maximum return for your employees, your operations and your customers. OHSAS 18001 is a framework for an occupational health and safety (OHS) management system and is a part of the OHSAS 18000 (sometimes incorrectly identified as ISO 18000) series of standards, along with OHSAS 18002. It can help you put in place the policies, procedures and controls needed for your organization to achieve the best possible working conditions and workplace health and safety, aligned to internationally recognize best practice.

In this course, participants will learn how to bring occupational health and safety management system (OHSAS) 18001 into the business to achieve the maximum return for their employees, operations and customers. The topics covered and practical application experienced would be applicable to any organization that wishes to implement an OHSAS 18001 occupational health & safety management system. Learn how to bring excellent health and safety management to your business by taking our Introduction to OHSAS 18001 training course. You will get to grips with the principles of achieving the highest standard of working environment and understand legislation around occupational health and safety. Working with our expert tutors, you will learn how to achieve operational excellence and better meet stakeholder expectations through OHSAS 18001: 2007. We will outline what it takes to put a robust health and safety management framework in place with a view to gaining certification.

This course enables participants to develop the necessary expertise to audit an occupational health and safety management system (OHSMS) and to manage a team of auditors by applying widely recognized audit principles, procedures and techniques. During this course, the participant will acquire the necessary knowledge and skills to proficiently plan and perform internal and external audits in compliance with ISO 19011, the certification process according to ISO 17021. The participants will develop the skills (mastering audit techniques) and competencies (managing audit teams and audit programs, communicating with customers, conflict resolution, etc.) necessary to efficiently conduct an audit. You will be able to:

- Create the best possible working conditions across your organization
- Identify hazards and put in place controls to manage them



- Reduce workplace accidents and illness to cut related costs and downtime
- Engage and motivate staff with better, safer working conditions
- Demonstrate compliance to customers and suppliers

## Who Should Attend?

---

Managers, Team Leaders, Line Managers, Superintendents, OE Champions, Quality and Project Managers, Supervisors, Executives, Internal and External Auditors, Members of IT Team, Health & Safety Managers, Risk Managers, Business Process Owners, Business Finance Managers, Business Risk Managers, Regulatory Compliance Managers, Project Managers, Continuity, Risk, Quality, IT and Environmental Managers, Anyone involved in the system development, implementation and maintenance, Regulatory Affairs Managers, Consultants, Anyone who is involved in ISO standards, Auditors wanting to perform and lead Occupational Health and Safety Management System (OHSMS) certification audits, Project managers or consultants wanting to master the Occupational Health and Safety Management System audit process, Persons responsible for the Occupational Health and Safety or conformity in an organization, Members of an Occupational Health and Safety team, Expert advisors in Health & Safety, Experts wanting to prepare for an Occupational Health and Safety audit function

## Course Objectives:

---

**By the end of this course, delegates will be able to:**

- Explain the purpose of OHSAS 18001, principles, processes and techniques
- Know how to use OHSAS 18001 for employees
- Interpret requirements of OHSAS 18001
- Understand the OHSAS 18001 certification process
- Understand the background and implications of health and safety management systems
- Gain an overview of the OHSAS 18001:2007 framework and understand the benefits of managing your own health and safety system
- Establish the requirements of certification and how to implement them
- Learn about the next steps towards OHSAS 18001:2007 certification
- Acquire the expertise to perform an OHSAS 18001 internal audit following ISO 19011 guidelines
- Acquire the necessary expertise to manage an OHSMS audit team
- Understand the operation of an OHSAS 18001 conformant occupational health and safety management system



- Understand the relationship between an occupational health and safety management system, including hazard assessment & management, controls and compliance with the requirements of different stakeholders of the organization
- Improve the ability to analyze the internal and external environment of an organization, hazard assessment and audit decision-making in the context of an OHSMS

## Course Outline:

---

- Evolution of OHSAS
- Introduction to occupational health and safety management system (OHSMS) concepts as required by OHSAS 18001
- Normative, regulatory and legal framework related to occupational health and safety
- Fundamental principles of occupational health and safety
- OHSAS 18001 certification process
- Occupational health and safety management system (OHSMS)
- OHSAS management program
- Comparison of occupational health and safety systems
- Quality environmental management systems
- Elements of an OHSAS
- Structure and responsibility
- Training, awareness and competence
- Consultation and communication
- Planning the system
- Planning and Initiating an OHSAS 18001 audit
- Fundamental audit concepts and principles
- Audit approach based on evidence and on hazard
- Preparation of an OHSAS 18001 certification audit
- OHSMS documentation audit
- Preparing an occupational health and safety policy
- Planning for hazard identification, risk assessment
- Risk control
- The risk assessment process
- The safety statement
- Implementation and operation
- Conducting an OHSAS 18001 audit
- Communication during the audit
- Audit procedures: observation, document review, interview, sampling techniques, technical verification, corroboration and evaluation
- Audit test plans



- Formulation of audit findings
- Documenting of nonconformities
- Checking and corrective action
- Performance measuring, monitoring and improvement
- Operational control
- OHSAS 18001 surveillance audit
- OHSAS 18001 internal audit management program
- Emergency preparedness
- Emergency response
- Overview of health and safety legislation