BTS
Training & Consultancy

HSE
HEALTH SAFETY ENVIRONMENT

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OHSAS 18001 & ISO 14001: Implementing an HSE Management System

Duration: 5 Days

Introduction:

This course is designed for managers or their representatives who are responsible for implementing, improving, or integrating a health, safety and environmental management system. This course prepares organizations to establish and/or maintain a management system that improves operational performance and employee morale, reduces lost worker time due to accidents and illness, and meets increasingly stringent government regulations and customer requirements. Delegates will examine in detail requirements for occupational health and safety management and environmental management contained in the internationally recognized OHSAS 18001 and ISO 14001 standards. They will learn how to write the policies, procedures, and work instructions that make up an integrated HSE system. They will discover what records need to be maintained in order to demonstrate conformance to the requirements, how to establish an effective

internal audit program, and how to prepare their organizations to pass third-party certification audits. In addition, they will be introduced to the second document in the ISO 14000 family of standards that contain auditable requirements—the new ISO/DIS 14064:2005 standard on greenhouse gas management.

Who Should Attend?

Top management representatives, Quality, environmental, and health & safety managers, Safety engineers and industrial hygienists, Risk managers, Employee representatives, Staff responsible for compliance with laws and regulations, Human resource managers and staff involved in health, safety and environmental management, in organizational improvement, and performance evaluation.

Course Objectives:

By the end of this course delegates will be able to:
- Understand the requirements of an HSE management system based upon OHSAS 18001:1999 and ISO 14001:2004
- Implement in their own organizations an HSE management system that is as simple as possible and appropriate to the existing organizational culture
- Define measurable HSE objectives and targets for performance improvement
- Understand the process approach to management and how to communicate process and information flows through flowcharts
- Document a fully integrated HSE management system
- Prepare the organization for third-party certification audits
- Maintain the system and achieving continual improvement.

Course Outline:

Setting HSE Management System Policies & Objectives

· Overview of health and safety hazards and environmental impacts, and management's interest in addressing them

· Introduction to ISO 14001:2004 standard and the OHSAS 18001:1999 specification

· Setting Direction: Establishing an organization's HSE policy

· Hazard identification, risk assessment and risk control; environmental aspects and impacts

Implementation, Operations, Checking & Corrective Action

· Structure and responsibility, training and communication

· Documentation and document control

· Operational control

· Emergency preparedness and response

· Monitoring and measurement

· Nonconformity and corrective and preventive action

· Internal audit and management review

Establishing & Improving the Management System

· Conducting an initial review

· Documenting an HSE management system

· Improving processes by mapping inputs, outputs and information flows

· Using flowcharts to write effective management system documents

Auditing the HSE Management System

· Establishing a management system audit program using ISO 19011 as a guideline

· Scheduling and performing management systems audits

· Investigating the root causes of nonconformities and taking effective corrective and/or preventive action

· Preparing the organization for a successful third-party certification audit

Meeting Requirements for Greenhouse Gas Management

· Introducing ISO/DIS 14064:2005, Greenhouse Gases

· What this new standard means to industry in developed and developing economies

· Responding to global concerns about social responsibility