



# Briefing on ISO 45001:2018

(focus on key changes)

**Shibu Davies**

GM Certification, TUV Middle East, (Member of TUV NORD Group), 17.03.2018

## Introduction

Finally, the long awaited occupational health and safety management system standard from International Organization for Standardization has been issued on March 2018.

This will replace the earlier standard on OSHAS 18001 which was developed by a group of experts from various HSE bodies, academic institutes and standard bodies.

OHSAS 18001 was considered as the most popular standard on occupational health and safety management across the industries. This was implemented and certified in many organizations as a part of their other management systems (like ISO 9001, ISO 14001 ... etc) or stand alone. Statistics shows that more than 150,000 organizations have been certified for OHSAS 18001 across the world.

Organization who are certified for OHSAS 18001 have a 3-year transition period to migrate to ISO 45001 from the issue date.

All organizations who have already implemented OHSAS 18001, has to adopt this standard and align their existing occupational health and safety management system in line with the new requirements.

ISO 45001:2018 is developed based on the Annex SL framework which is the same framework used for other popular management systems like ISO 9001, ISO 14001 ... etc.

As ISO 45001:2018 is in line with the Annex SL framework, the integration of this standard with other popular standards like ISO 9001, ISO 14001 ... etc will be very comfortable.

## Annex SL

Annex SL harmonizes structure, text and terms and definitions, while leaving the standards developers with the flexibility to integrate their specific technical topics and requirements.



## Changes

The key changes are:

- Frame work of ISO 45001:2018 is in line with Annex SL
- Context of the organization (clause 4)
- Leadership and worker participation (clause 5)
- Risk-based thinking (clause 6)
- Communication (clause 7)
- Operations (clause 8)
- Improvement (clause 10)

## Briefing on key changes

### Frame work of ISO 45001:2018 in line with Annex SL

Annex SL harmonizes structure, text and terms and definitions, while leaving the standards developers with the flexibility to integrate their specific technical topics and requirements.

The structure of Annex SL is as follows:

- **Clause 1 - Scope**
- **Clause 2 - Normative references**
- **Clause 3 - Terms and definitions**
- **Clause 4 - Context of the organization**
- **Clause 5 - Leadership**
- **Clause 6 - Planning**
- **Clause 7 - Support**
- **Clause 8 - Operation**
- **Clause 9 - Performance evaluation**
- **Clause 10 – Improvement**

The above frame work is an expansion of the popular Deming Cycle PDCA (Plan-Do-Check-Act).



## Context of the organization (clause 4)

It is very critical for an organization to look its context while developing, implementing and managing occupational health & safety management system in line with ISO 45001:2018.

To understand the context of the organization, it is required to review in-detail the internal and external issues that are relevant to the organization's occupational health & safety.

- Internal – issues related to strategies, culture, region, activities, services ... etc
- External – issues related to economy, political situation, legal requirements, technology ... etc

The above information must be identified, reviewed and updated.

The other important requirement is to understand the needs & expectations of workers and interested parties.



Occupational health & safety management system is for workers, is it is vital to identify the needs and expectations of all workers at all levels (including top, middle and low).

Other interested parties could include sub-contractors, trade unions, share-holders, community, legal bodies ... etc.

Of course, when an organization select the interested parties, it should be relevant to the organization, in terms of occupational health & safety management system.

The needs & expectations are of 2 types:

- Obligatory requirements
- The requirements which an organization voluntarily agrees to comply

## Leadership and worker participation (clause 5)

### Leadership and commitment

It is very critical for the top management to show their leadership to this occupational health & safety management system. This should address all elements relevant to all workers in the organization and the relevant interested parties.

This includes (but not limited to) the below in line with occupational health & safety:

- Overall responsibility and accountability
- Establishment of policy and objectives
- Resource provision
- Communication
- Continual improvement
- OH&S culture
- Protection
- Consultation and worker (all level) participation
- Full-fledged support in all relevant aspects

This is a key emphasis as a strong occupational health & safety management system cannot be established and maintained without the active participation of the top management.

### Consultation and participation of workers

It is very critical to have consultation and active participation of all workers from all levels for the success of the occupational health & safety management system.

The consultation and active participation should be done at all levels of development, implementation and maintenance of the occupational health & safety management system.

To impart this, the organization shall:

- Provide mechanism, training, resources ... etc for the consultation and participation
- Timely access to the occupational health & safety management system
- Management of obstacles and barriers
- Emphasis on the consultation and participation of all levels of staff on:
  - Determination of needs & expectations
  - Establishment of policy & objectives
  - Assignment of roles, responsibilities ... etc
  - Determination of legal & other requirements
  - Risk management
  - Determination of controls
  - Determination of monitoring & measurement mechanism
  - Implementation of internal audit

All these are to ensure the active consultation and participation of all levels of workers of the organization, which will ensure a fruitful implementation of occupational health & safety management system.



## Risk based thinking (clause 6)

Like other popular management systems ISO 9001, ISO 14001 ... etc the organization must be aligned to risk based approach.

While planning for risk and opportunities the organization should consider:

- Context of the organization (both internal and external)
- Needs and expectations of interested parties
- Scope of the OH&S management system

While determining the risk and opportunities the organization should consider:

- Hazards
- Risks
- Opportunities
- Legal and other requirements

This should be done for:

- Activities / products / services
- Routine and non-routine activities / products / services

The process will be to identify hazards, related risks, evaluation of risk, evaluation of existing control and determination of additional controls.

Control should be established for normal and emergency situations.

Hierarchy of control should be considered while establishing the controls, as:

- Elimination
- Substitution
- Engineering control
- Administrative control
- PPE



## Risk

**“Risk comes from not knowing what you are doing”**

\*\*\* Warren Buffet

## Communication (clause 7)

It is very important to take care about the entire communication mechanism (internal & external) in the organization in relevant to the occupational health and safety management system.

Strong communication mechanism should be established considering:

- What to communicate
- How to communicate
- When to communicate
- Whom to communicate
- Who will communicate
- What records to maintain

Communication mechanism shall cover all interested parties according to their involvement. This will include (but not limited to):

- All workers (all levels)
- Contractors
- Relevant legal bodies
- Society
- Share holders
- Customers

## Operations (clause 8)

Operational process (OH&S) should be established for all activities / products / service, covering:

- Routine and non-routine activities
- Contractors
- Outsourced activities
- Emergency situations

Adequate change management mechanism also should be established.

Hierarchy of risk management should be followed for all operational control processes.

## Improvement (clause 10)

The whole objective of implementing ISO 45001:2018 is to improve the occupational health and safety management system continually.

This improvement should be achieved through:

- Enhancing the occupational health & safety management system performance
- Promotion of OH&S culture
- Consultation and participation of all levels of works
- Strong communication mechanism
- Maintaining relevant documentation and evidences

## Upgrade

Any organization who wishes to upgrade their existing OHSAS 18001 occupational management system to meet the requirements of ISO 45001:2018 should:

- Understand the requirements of ISO 45001:2018
- Identify the gaps within existing OH&S management system
- Develop and the OH&S management system in line with ISO 45001:2018
- All relevant workers should be made aware on the new requirements (including detailed training to internal auditors)

All consultants and 3rd party auditors must upgrade their competence by in-depth understanding (through self-study and training, as applicable) of ISO 45001:2018 requirements.

## Annex A – Guidance on use of ISO 45001:2018

This is as an annex to the ISO 45001:2018 standard, which is very useful for a user to get a detailed understanding on the requirements of the standard

## Disclaimer

All information provided are from the perspective of the author and to be considered for general information purpose

## Author:



Mr. Shibu Davies, presently working as GM for certification business of TUV Middle East.

A senior assessor and trainer on ISO 9001, ISO 14001 & OHSAS 18001. Has wide experience in implementing, training & auditing various management systems.

Written various article on integrated management systems, risk management ... etc.

Presenter in various conferences, seminars ... etc.

@ shibu\_davis@hotmail.com