Occupational Health and Safety Management Systems Requirements ISO 45001 Explained

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Audience Poll 1

Did you know ISO 45001 was coming?

Presentation Outline

- What is the International Standards Organisation (ISO)

- Why a new Standard??

- The main focus of ISO 45001

- The structure of the standard (high level)

- Key differences

- What next for Australia??

International Organization for Standardization (ISO)

- ISO is based in Geneva,
  - with 165 member national standards bodies
  - 20500 published standards

- All ISO standards are based on consensus

- ISO's work involves all relevant stakeholders and includes experts from: industry and commerce, government, consumers, labour, academia, standards applications, NGO's.

International Organisation for Standardisation

- ISO's Project Committee No. 283 (ISO/PC 283) was responsible for the development of ISO 45001

- ISO/PC 283's membership included:
  - 59 participating countries, including Australia
  - 15 observer countries,
  - 16 liaison members.

- Australian Mirror Committee SF-001

  - Tasked with coordinating Australian input into the development of ISO 45001

  - A range of stakeholder are involved Inc. employer groups, employee groups, professional associations.

ISO 45001 Development Process

- ISO/PC 283 initially agreed a 3 year development "timeframe" for ISO 45001 from 2013

- This targeted publication of ISO 45001 was for October 2016 (timeframes always blowout)

ISO 45001 Development Process

There are several distinct stages when developing an ISO standard; the key ones being:

1. New Work Item Proposal

2. Working Drafts (WDs)

3. Committee Draft (CD)

4. Draft International Standard (DIS)

5. (Optional) Final Draft International Standard

6. International Standard (IS)

Once a standard has been published it is reviewed at regular intervals afterwards to ensure it remains current

Development Timeline

Proposal Stage — March 2013
Preparatory Stage — November 2013
Committee Stage (CD) — July 2014
2nd Committee Stage (CD2) — March 2015
Enquiry Stage 1 (DIS) — November 2015
Enquiry Stage 2 (DIS) — May 2017
Approval Stage (FDIS) — November 2017
Expected publication — February 2018

ISO 45001

ISO 45001 Development Process (Actual)

Stage	Timeline
New Work item proposal	Agreed June 2013
Working Draft	Issued January 2014. Received c. 1300 comments suggesting improvements.
Committee Draft	Issued July 2014. Not approved. Received c. 2500 comments.
2nd Committee Draft	Issued March 2015. Approved June 2015.
Draft International Standard	January/ February 2016
Final Draft International Standard	May 2017
Actual Publication	March 2018

Date:

Key Perspectives

This new standard was developed to:

- Help organizations minimize the risk of harm to all those working under their control (defined as "workers" within the standard)

- Provide a platform for continual improvement in occupational health and safety performance

- Integrate OH&S within an organization's overall business management system

- Follow other generic management system approaches such as ISO 31000, ISO 14001 and ISO 9001.

- Take into account other International Standards in this area such as OHSAS 18001, the International Labour Organization's ILO-OSH Guidelines, various national standards and the ILO's international labour standards and conventions.

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Main Focus

The standard puts emphasis on:

- Top management :
  - being accountable for OH&S management
  - needing to demonstrate leadership.

- Worker participation in:
  - the identification of hazards and risks
  - the development and operation of the OH&S
    management system,
  and indicates these are essential for success.

Main Focus

The standard puts emphasis on:

- The need to prevent ill-health (including mental ill-health), as well as injuries

- The need to recognize that the causes of ill-health and injuries can be through
  - immediate impacts (e.g. accidents or epidemics)
  - longer term impacts (such as repeated exposure to radiation or carcinogenic chemicals, or to a constantly stressful working environment)

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High Level Structure

A new common format has been developed by ISO for use in all its management system standards, and has been used in ISO 45001. This is often referred to as "Annex SL", and gives:

- *a common top level clause structure (or sequence)*

- *standardized core text*

- *standardized core definitions*

It is intended to enable organisations to achieve easier implementation and better integration of multiple management systems (e.g. quality, environmental, information security)

The high level structure and common text is public information and can be found in **Annex SL** of the ISO Supplement to the ISO/IEC Directives Part 1, see: www.iso.org/directives

Date:

Structure Map of ISO 45001
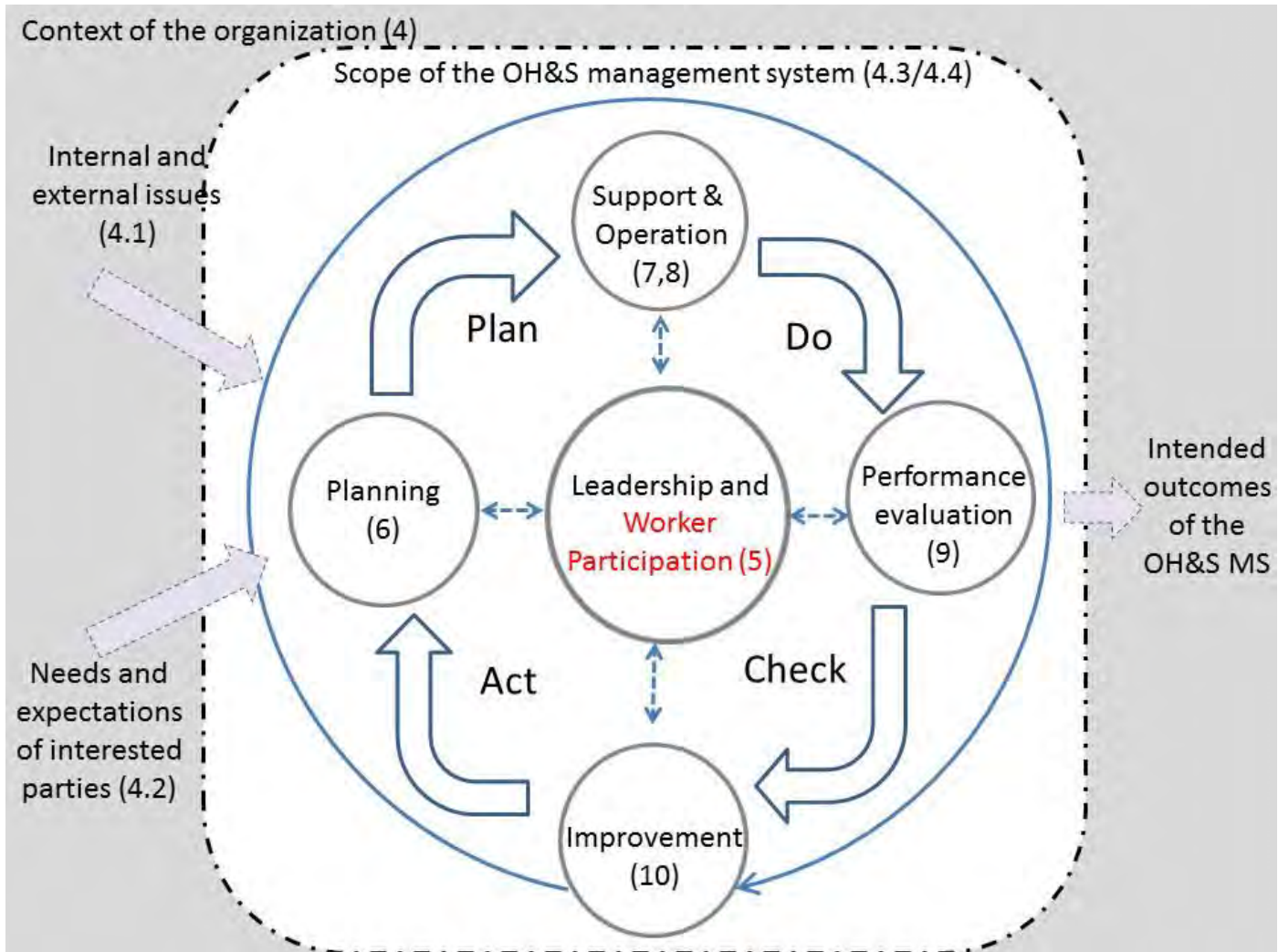
The numbers given in brackets refer to the clause numbers in this IS

Date:

Detailed Structure of ISO 45001

1   Scope

2   Normative references

3   Terms and definitions

4   Context of the organization
   4.1 Understanding the organization and its context
   4.2 Understanding the needs and expectations workers and other interested parties
   4.3 Determining the scope of OH&S management system
   4.4 OH&S management system and its processes

5   Leadership, **worker participation and consultation**
   5.1 Leadership and commitment
   5.2 Policy
   5.3 Organizational roles, responsibilities and authorities
   5.4 Participation, consultation and representation

6   Planning
   6.1 Actions to address risks and opportunities
   6.2 OH&S objectives and planning to achieve them

Detailed Structure of ISO 45001

7 Support
    7.1 Resources
    7.2 Competence
    7.3 Awareness
    7.4 Information and communication
    7.5 Documented information

8 Operation
    8.1 Operational planning and control
    8.2 Management of change
    8.3 Outsourcing
    8.4 Procurement
    8.5 Contractors
    8.6 Emergency preparedness and response

Detailed Structure of ISO 45001

9 **Performance evaluation**

    9.1 Monitoring, measurement, analysis and evaluation

    9.2 Internal audit

    9.3 Management review

10 **Improvement**

    10.1 General

    10.2 Incident, non-conformity and corrective action

    10.3 Continual improvement

Date:

Audience Poll 2

- Do you work in an organisation that is certified against AS/NZS 4801 or ISO 18001?

Risk Based System Thinking

- OH&S management traditionally uses a risk-based approach to evaluate and address the risk of harm

- ISO's (Annex SL) format for management system standards now requires organisations to also consider the risk that the OH&S management system itself may not be effective, and to look for opportunities for improvement

- The requirements for "risks and opportunities" in clause 6.1 have been adapted in ISO 45001 for both OH&S hazards and for the OH&S management system itself

Risk Based System Thinking

- ISO 45001 uses the terms:

    - "OH&S risk" and "OH&S opportunities" when it is referring specifically to the control of hazards

    - "risk" and "opportunities" when referring to the OH&S management system

Date:

before/after ISO 45001

The publication date is late 2016/early 2017

Illustrations : Alexane ROSA

Comparison

AS/NZS 4801:2001	OHSAS 18001:2007	ISO/CD 45001
	0. Introduction	0. Introduction
1. Scope	1. Scope	1. Scope
2. Referenced Reference	2. Normative Reference	2. Normative Reference
3. Definitions	3. Terms and Definitions	3. Terms and Definitions
4. OHSMS Requirements	4. OH&S Management Systems	4. Context of the organisation
		4.1. Understanding the organisation and its context
		4.2. Understanding the needs and expectations of interested parties
4.1. General Requirements	4.1. General Requirements	4.3. Determining the scope of OH&S management system
		4.4. OH&S Management System
		10.2. Continual Improvement
		5.1. Leadership and Commitment
4.2. OH&S Policy	4.2. OH&S Policy	5.2. Policy
4.3. Planning	4.3. Planning	6. Planning
		6.1. Actions to address risks and opportunities
		6.1.1. General
4.3.1. Planning identification of hazards, hazard/risk assessment and control of hazards/risks	4.3.1. Hazard identification, risk assessment and determining controls	6.1.2. Hazard Identification
		6.1.4. Assessment of OH&S risks
		6.1.5. Planning for changes
		6.1.6. Planning to take action
4.3.2. Legal and other requirements	4.3.2. Legal and other requirements	6.1.3. Determination of legal and other requirements
4.3.3. Objectives and Targets	4.3.3. Objectives and programme(s)	6.2.1. OH&S objectives
4.3.4.OHS management plans		6.2.2. Planning to achieve OH&S objectives
4.4. Implementation	4.4. Implementation and operation	7.Support
4.4.1. Structure and Responsibility	4.4.1. Resources, roles, responsibility, accountability and authority	5.3. Organisational roles, responsibilities and authorities
4.4.1.1. Resources		7.1. Resources
4.4.1.2. Responsibility and accountability		5.3. Organisational roles, responsibilities and authorities
4.4.2. Training and competency	4.4.2. Competence, Training and Awareness	7.2. Competence
		7.3. Awareness
4.4.3 Consultation, communication and reporting	4.4.3. Communication, participation and consultation	7.4.1. Information and Communication
4.4.3.1 Consultation		7.4.2. Participation, consultation and representation
4.4.3.2 Communication		
4.4.3.3 Reporting		
4.4.4. Documentation	4.4.4. Documentation	7.5. Documented information
		7.5.1. General
4.4.5 Document and data control	4.4.5. Control of documents	7.5.2. Creating and Updating
		7.5.3. Control of documented information
4.4.6 Hazard identification, hazard/risk assessment and control of hazards/risks	4.4.6. Operational Control	8.1. Operational Planning and Control
		8.2. Management of change
		8.3. Outsourcing
		8.4. Procurement
		8.5. Contractors
4.4.7. Emergency Preparedness and Response	4.4.7. Emergency Preparedness and Response	8.6. Emergency Preparedness and Response
4.5.1 Monitoring and measurement	4.5. Checking	9. Performance Evaluation
	4.5.1. Performance measurement and monitoring	9.1. Monitoring, Measurement, Analysis and Evaluation
4.5.1.1.General		9.1.1. General
4.5.1.2 Health surveillance		
	4.5.2. Evaluation of Compliance	9.1.2. Evaluation of Compliance
4.5.2 Incident investigation, corrective and preventive action	4.5.3. Incident investigation, nonconformity, corrective action and preventive action	10.1. Incident, nonconformity and corrective action
	4.5.3.1. Incident Investigation	
	4.5.3.2. Nonconformity, corrective and preventive action	
4.5.3 Records and records management	4.5.4. Control of Records	7.5.3. Control of documented information
4.5.4 OHSMS audit	4.5.5. Internal Audit	9.2. Internal Audit
4.6. Management Review	4.6. Management Review	9.3. Management review
		10. Improvement

Audience Poll 3

Do you think your organisation would like to become certified against ISO 45001?

Date:

Next Steps

- Standards Australia to determine a process for adoption in Australia

- Standards Australia to conduct consultation workshops regarding adoption

- Timeline for adoption in Australia is currently unknown

- Meanwhile in Australia AS/NZS 4801 still applies until further notice

- RTWSA should consider accepting certification against AS/NZS 4801 as evidence of having met the requirements of the WHS Performance Standards for Self-Insure Employers. This should also apply to ISO 45001 once adopted.

- Organisations should futureproof their systems by seeking certification against ISO 45001.

Date:

Further Information
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Thankyou & Questions

Date: