ISO 45001

Transitioning safely to ISO 45001:2018

According to the World Congress on Safety and Health at Work, there are 860 000 occupational accidents every day, with consequences in terms of injuries. The direct or indirect cost of occupational illness and accidents at work is estimated at USD 2.8 trillion worldwide. The objective of ISO 45001 is to help organizations in designing systems to prevent injury and ill health, regardless of size or industry.

Exactly five years after the decision to establish an international standard for Occupational Health and Safety (OH&S), ISO announced the approval of ISO 45001, which will replace OHSAS 18001:2007 in its entirety. This standard will have the same structure as ISO 9001:2015 and ISO 14001:2015 and will make easier to integrate OH&S management into the overall management system, following the so-called ISO High Level Structure.

DQS Group – your choice in management system certification

The DQS Approach: Transitioning Safely – Step by Step

ISO 45001:2018 will replace the "old" standard for occupational health and safety management systems, BS OHSAS 18001, on 11 March 2021. And while the new standard builds on the old one, ISO 45001 focuses on the interaction of an organization with its business environment, while BS OHSAS 18001 focused directly and often exclusively on occupational hazards.

ISO 45001	BS OHSAS 18001
✓ Considers risks and opportunities	✓ Only looks at risks
✓ Takes into account interested parties	✓ Only looks at the organization itself

Nonetheless, a well established management system according to BS OHSAS 18001 is a solid foundation for a transition to ISO 45001. Capitalize on this advantage and schedule your safe transition to this new standard.

DQS highly recommends making the transition together with a regular or anticipated re-certification audit, although transition is possible at any duly scheduled re-certification, surveillance audit or at any other moment. If transition is carried out as a re-certification and your management system fulfills all of the requirements of ISO 45001, you will receive a new certificate with a validity of three years and a new certification cycle starts. During regular surveillance audits the further development of your management system will be monitored.

Transitioning safely: what to do

- Identify your organizational delta as well as any gaps in content between your current management system and the new requirements of ISO 45001. Determine the relevant interested parties as well as internal and external topics that may effect the activities of your organization. The central question to ask yourself is: how can risks resulting from the impact of internal and external topics be controlled or managed?
- Create a transition plan and turn transition into a project. Define the scope of the management system with an eye on your objectives. Define actions for implementation.
- Update your current management system according to the new requirements.
- Remember to conduct training and awareness sessions for everybody involved who has influence on the system's effectiveness, especially internal auditors.
- Verify the effectiveness of implemented actions, usually by way of internal audits and the subsequent management review.

Transition in two steps: Readiness Review + System Audit

- Based on the readiness review on site (Stage 1 Audit, includes i.a. review of the internal project plan for transition, and evaluation of the changes made to the management system)
- Based on a comprehensive system audit on site (Stage 2 Audit), which evaluates implementation and effectiveness of your management system.

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A sensible way to start: Gap Audits

An additional "upstream" gap audit gives you the advantage of knowing about the resources and time needed for a successful transition in advance. During a gap audit, the DQS auditor will review your entire system and all new aspects of the standard. This allows you to identify potential need for action and keeps you safe from surprises during the transition audit itself. Gap audits can be conducted at any time and independent of regularly scheduled audits. On certain conditions a gap audit may be considered as the equivalent of a Stage 1 Readiness Review. The time between such a gap audit and the system audit (Stage 2) may not exceed six months.

DQS recommendation: transition safe, transition early

Of course you may also maintain your current BS OHSAS certificate throughout the official transition period of three years. We do however, recommend transitioning early to take advantage of the benefits of the new management approach. DQS conducts initial and re-certifications to the old standard on request, but only until 11 March, 2020. After that day, the financial burden on our customers is no longer justifiable. Also note, that certificates issued to the old standard have a shorter period of validity, because they will expire on 11 March, 2021.

Certification ISO 45001:2018

To find out how your organization can benefit the most from transitioning to the new standard, and to schedule gap or any other audits, please contact the local DQS office in your area to receive an individual offer.

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ISO 45001 – key updates for a safe transition

If you are currently certified to OHSAS 18001, you will need to migrate to ISO 45001 soon. In order to start planning for this transition, we recommend you start by reading the standard itself, particularly Annex A.

ISO 45001 is based on the new ISO high level structure (HLS) that brings a common framework to all management systems. That is not the only major difference; ISO 45001 also requires the "establishment, implementation and maintenance" of processes now, and there is a requirement for the organization's strategic policy to be consistent with their health and safety policy, and to include occupational risks and opportunities.

Clause 4 - Context of the organization

"Context of the organization" now echoes the requirements in ISO 9001:2015 and ISO 14001:2015. It is important to understand the circumstances both inside and outside the organization that either pose risks or opportunities, or that can otherwise be relevant for achieving the desired outcomes. The **needs and expectations of interested parties** (stakeholders), which exist both within and outside the organization, need to be understood. To this end, the boundaries and applicability of the OH&S management system shall be determined to establish the **scope**.

Clause 5 - Leadership and Participation

Now includes specific requirements for top management regarding the provision of **safe and healthy workplaces** and the prevention of work-related injuries. To this end, top management needs to bring to life an organizational culture that supports the expected results. Because ISO 45001 aims to align the health and safety policy and the pursuit of sustainability with the organization's strategy, new requirements include the elimination of hazards and reduction of OH&S risks.
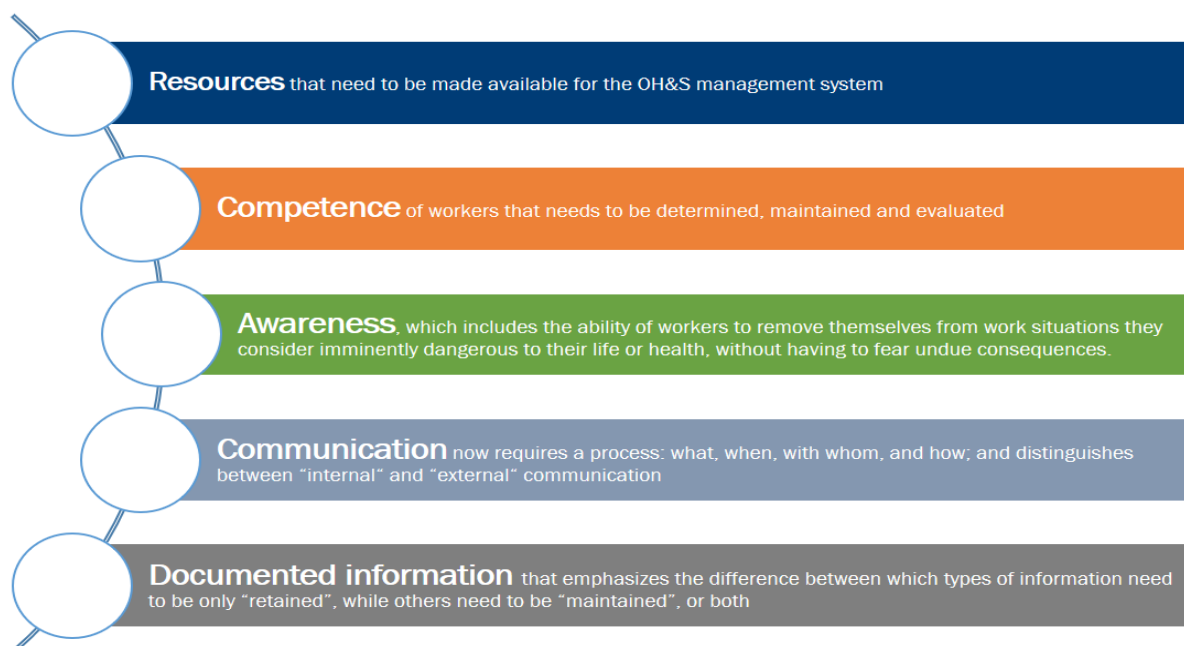
The inclusion and consultation of **workers** in decision making processes - called "**participation**" – means that workers at all levels of the organization shall assume responsibility for those aspects of the OH&S management system over which they have control. Since there is no designated "management representative", **top management** is directly responsible. Workers or their representatives shall be enabled to participate in the development, planning, implementation, performance evaluation and actions for improvement of the OH&S management system. This includes requirements to provide mechanisms, time, free-of-charge training, and resources, as well as timely and clear information and a protection from undue consequences.

Clause 6 - Planning

"Actions to address risks and opportunities" corresponds largely to the requirements of ISO 14001:2015, with "**Hazard identification**" now containing, i.a., organizational and social factors, workload, work hours, victimization, harassment and bullying, leadership and the culture in the organization. Looking at opportunities is new to this OH&S standard, as is the distinction between **risks** and **opportunities** specific to OH&S, and overall. Also, actions need to be integrated into the OH&S processes as well as into the overall business processes now.

Clause 7 - Support

Processes in support of the OH&S management system are now broken down into five different areas

Resources that need to be made available for the OH&S management system

Competence of workers that needs to be determined, maintained and evaluated

Awareness, which includes the ability of workers to remove themselves from work situations they consider imminently dangerous to their life or health, without having to fear undue consequences.

Communication now requires a process: what, when, with whom, and how; and distinguishes between "internal" and "external" communication

Documented information that emphasizes the difference between which types of information need to be only "retained", while others need to be "maintained", or both

...understanding the requirements

Clause 8 - Operations

Compared to BS OHSAS 18001:2007, "Operations" is now much more comprehensive and divided into several sub-clauses, such as for coordinating multiple organizations at one site, or for the elimination of hazards and reducing OH&S risks, which requires a process for the "hierarchy of controls". "**Management of change**", which is the control of temporary or permanent changes, enjoys the same priority as the control of outsourced processes/activities/services; or the interrelation of the organization's workers and contractors. Last but not least, "**Emergency preparedness and response**" has been made much more explicit.

Clause 9 - Performance evaluation

Methods have been added under "Performance evaluation" for monitoring, measuring, analyzing and evaluating performance, making it comparable to the requirements of ISO 14001:2015. Priority is given to the quality of information and the "**compliance status**", which means the organization is required to have an up-to-date overview of the various legal and other requirements they shall be compliant with.

For internal auditing, reference is made to ISO 19011, while the management review now requires much more involvement by top management – emphasis being on the "output" now instead of the "input".

Clause 10 - Improvement

Improvement also includes the requirement to establish processes for handling incidents and nonconformities, as well as their corrective action. Continual improvement relates not only to enhancing the OH&S performance, but also includes improvements in all aspects of the organization and its management system, from promoting an **OH&S positive culture** to worker's participation and communications, even the maintenance of documented information.

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The way where to find us

Please contact the local DQS office in your area.
The list is available online at the Group website here