iguru Store

*White Paper of
Occupational Health & Safety
Management System*

ISO 45001:2018

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ABSTRACT

White Paper of 'Document Kit of ISO 45001:2018' has been established by iguru store for the users to understand its values through benefits and expected resourses to be utilized by the organization.

OHSMS - ISO 45001 is the replacement of BS OHSAS 18001:2007 standard following the same requirements of health and safety dueing occupa on with additonal requirements of 'risk-based thinking' and 'Annex-L'.

The ISO 45001:2018 standard is one of the most widely known standard for occupational health and safety management system to focus on health and safety of employee during occupation or working environment including interested parties. i.e. visitors. Since this standard is not that old like ISO 9001 and ISO 14001 therefore, it is being adopted by all the industries inclduing manufacturing and services sectors in the replacement of OHSAS 18001:2007 standard which was the only standard to cover the scope of OHS.

Today, OHSAS 18001:2007 is obsolete version and no more applicable to be implemented and audited in the presence of ISO 45001 standard which is more reliable and efficient than OHSAS 18001 with reference to the latest era of management system.

The ISO 45001 standard has become an international reference of OHSMS requirements in business-to-business relationships to sustain hazardless working environment.

ISO 45001 helps organizations of any type and size with "Health & Safety Management System" including:

- It supports OH&S related requirements of regulatory and interested parties.
- Increase reputation in the market to secure hazardless environment in the business groups.
- Enhancement of PDCA cycle. for OH&S requirements.
- Achieving improvement through more improved risk based strategy.
- Downsize the hazards and increase opportunities.
- Encourage the corporate relationships to secure global relationships.

ISO 45001 standard provides the practical tools to the organizations to mitigate the risks associated to health and safety to workers ans interested parties using strategic direction of risk based thinking.

The aim of iguru is to ensure the availability of resources to the user form the apart of professional documentation for intended use of any management system that is required during internal and external/ certification audits.

Those kits can also be used for second party/ customer audit requirements reference to the proper use of guidelines. Refer to 'Kit of Implementation'.

WHAT IS THE CHANGE

STRUCTURE

ISO 45001:2018 will be based on Annex-L – a high level structure (HLS) that brings a common framework to all ISO management systems. This helps to keep consistency, align different management system standards, offer matching sub-clauses against the top-level structure and apply common language across all standards.

AUDITABLE CLAUSES

4- Context of Organization

5- Leadership

6- Planning

7- Support

8- Operation

9- Performance Evaluation

*10- Improvement*

DOCUMENTED INFORMATION

As part of the alignment with other management system standards a common clause on 'Documented Information' has been adopted. The terms "documented procedure" and "record" have both been replaced throughout the requirements text by "documented information".

Documented information is reference to the standard requirements of 17 documents specifying both procedures and records.

17 Requirements of Documented Information

4.3	The scope of OH&S available as documented information.
5.2	The OH&S policy available as documented information.
5.3	The responsibilities, accountabilities, and authorities for relevant roles are maintained as documented information.
6.1.1	Maintain documented information of the OH&S risks and OH&S opportunities and the processes needed to address risks and opportunities.
6.1.2.2	The methodologies and criteria for assessing OH&S risks are defined, maintained and retained as documented information.
6.1.3	Information on applicable legal and other requirements are maintained, retained and updated as documented information.
6.2.2	The OH&S objectives and plans to achieve them are maintained and retained as documented information.
7.2	Documented information is retained as evidence of competence of workers.
7.4	Relevant OH&S communications are received and maintained as documented information.
8.1.1	Documented information to provide confidence that processes have been carried out as planned and determining where the absence of documented information could lead to deviations from the OH&S policy and the OH&S objectives are kept.
8.6	Information on the process and on the plans for responding to potential emergency situations are maintained and retained as documented information.
9.1.1	Evidence of the monitoring, measurement, analysis and evaluation results are retained as documented information.
9.1.2	Results of the compliance evaluation are retained as documented information.
9.2.2	Evidence of the implementation of the audit program and the audit results is retained as documented information.
9.3	Evidence of the results of management reviews is retained as documented information.
10.1	Evidence of the nature of incidents or nonconformities and actions taken with results and effectiveness of correction is retained as documented information and communicated to relevant workers other relevant interested parties.
10.2.2	Evidence of the results of continual improvement efforts is retained as documented information.

PDCA MODULE
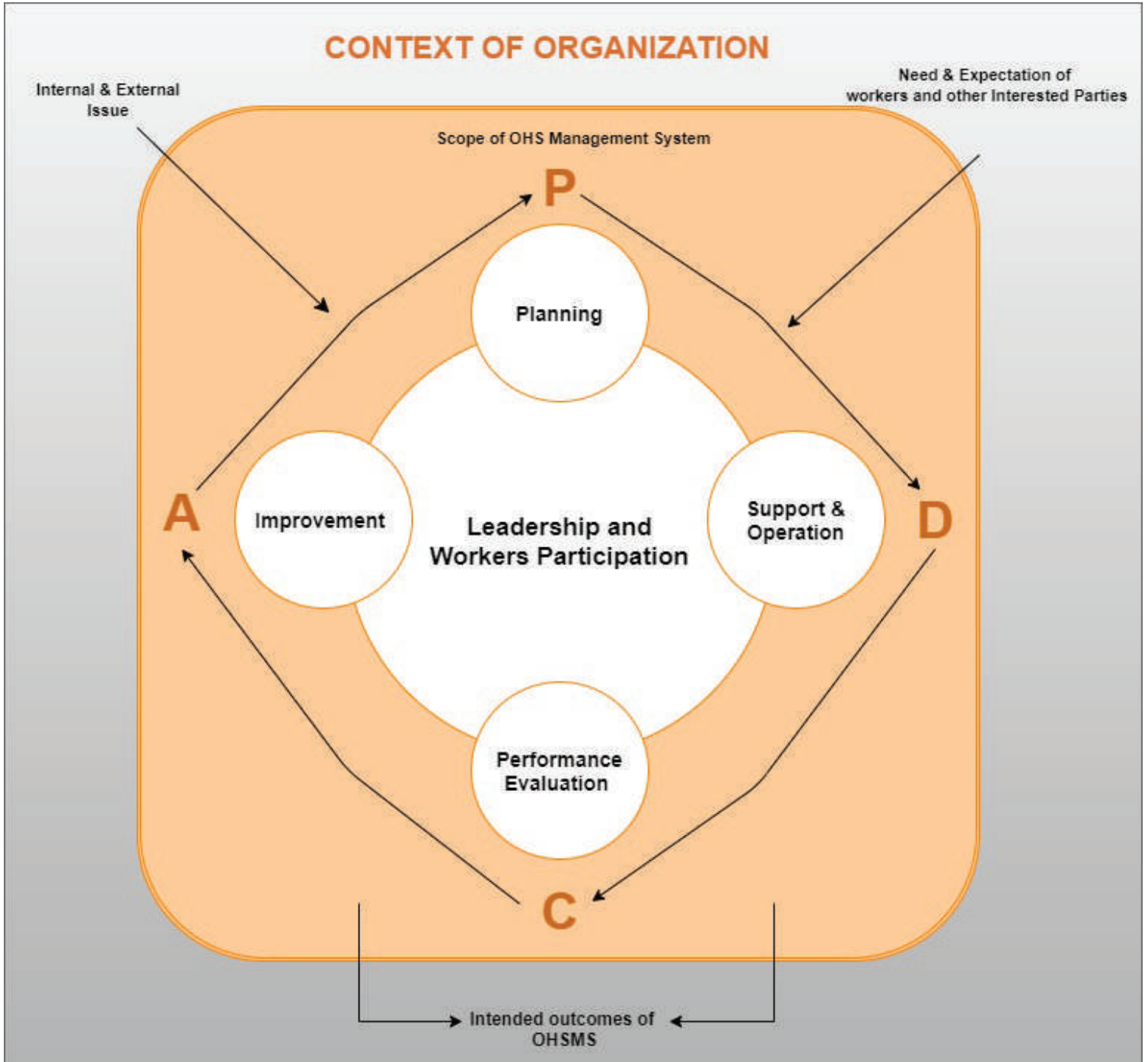
ANNEX-L

A new high level structure for all management standards

Annex-L, is a type of structure that was introduced by ISO technical committee to eliminate the gap among all its management standards. This provides the framework of 'common structure' with similar use of terms, definitions, clause patterns and easy integration of standards for organization at the same time.

The common structure of standard requirements:

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

WHO CAN ADOPT OHSMS

Though any company who belongs or associates to manufacturing of goods has to adopt ISO 45001:2018 standard and its document kit to penetrate its business processes into health & safety management system it includes:

● Industries ● Trading Companies ● Steel Industries ● Textile Industries ● Pharmaceutical Sector ● Construction Sector ● Cement Sectors ● Textile ● Consultants

The quick contact to igurustore shall be in benefit to introduce your organization for true means of ver. 2018 with effective implementation. igurustore is passionate to deliver for the change and integration with similar standards.

BENEFITS OF ISO 45001:2018

- Using this standard significant growth will be observed in Profit, Cost cutting, Risk reductions, less rejections, less nonconformities and less customer complaints by establishing and maintaining the OH&S management system of risk based thinking and hazardless environment of organization.

- Internationally recognized and accepted standard.

- Easily assessed with existing management systems.

- Skilled auditors who are trained for various systems.

- Consistency in OH&S system stability.

- Duplication of similar elements of each standard is avoided.

- Increase reputation for customer by taking the risk assessments against the occupational hazards of health & safety.

- Creditability and reliability for customer to increase job orders.

- Reduce the cost of nonconformities.

- Minimize injuries during occupation.

KEY PERFORMANCE INDICATORS

- *Risk Based Strategy*
- *Identification of Hazards*
- *Objective Planning*
- *Setting the controls to hazards*
- *Minimizing the hazards*
- *Monitoring & Measurement of Performance*
- *Continual Improvement*

igurustore ensures to provide the essence of all the core principles of ISO 45001:2018. The KPI of this standard shares the central idea to adopt this standard to mitigate organizational hazards.
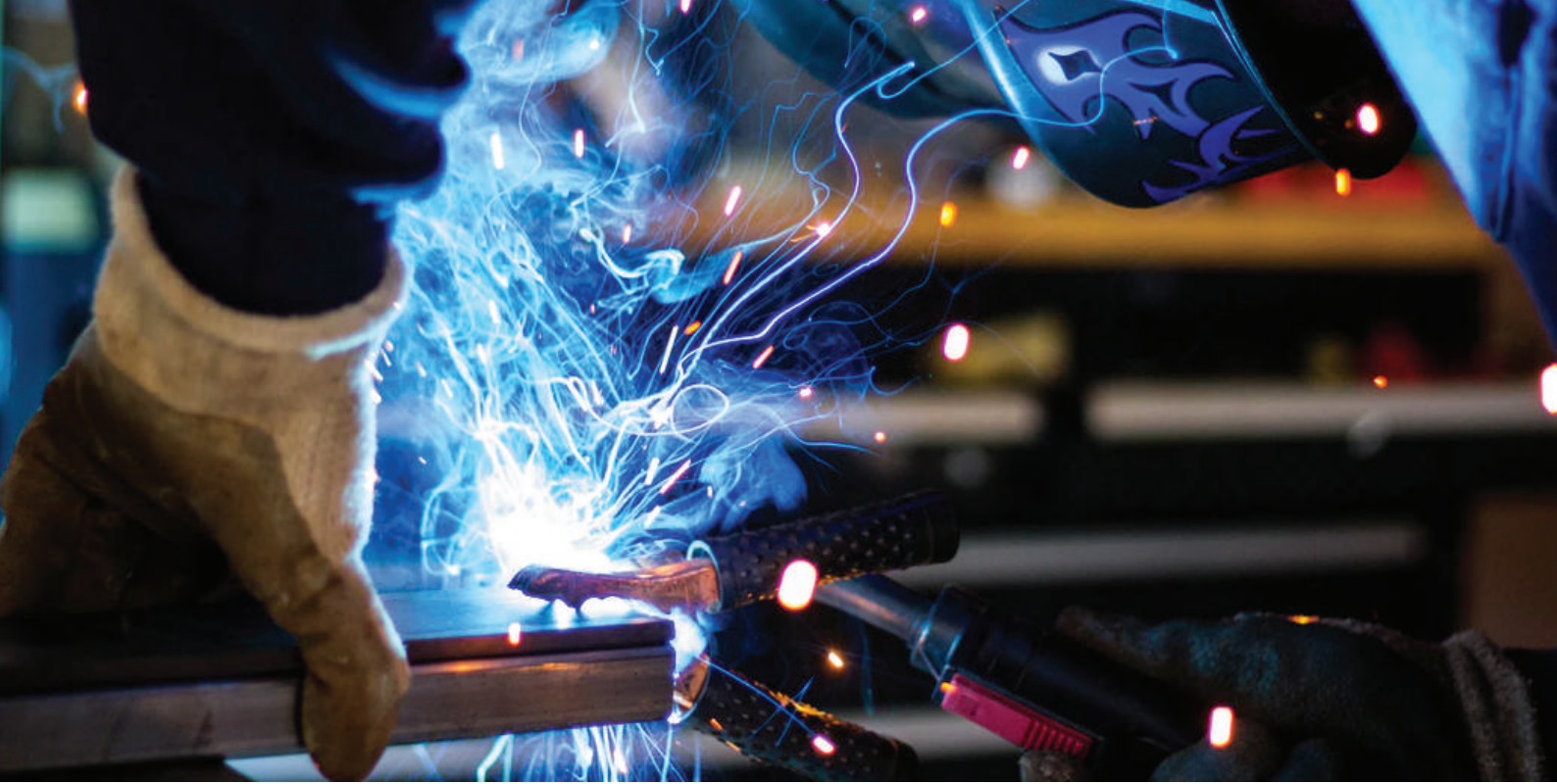
CONTEXT OF ORGANIZATION

Occupational Health & Safety Management System works reference to the scope of the company where, organization has to ensure its scope of business lines and assign the controls with respect to the issues.

Context of the organization raises the opportunity for the organization to understand its internal and external environment refers to the business process and strategies.

Business scope is the second vital element of this clause where the organization has to highlights the limitations of the business process and their associated risks. i.e. processes, locations, remote access, online access, supply chain location.

Monitoring the needs and expectation of interested parties to ensure the conformity of OHSMS at all level to avoid any noncompliances with regards of "Legal, stakeholders requirements (Shareholders, employee, suppliers, contractors, competitors).

- *Understanding the organization and its context*
- *Understading the needs and expectation of interested parties*
- *Determining the scope of OH&S management system*
- *Occupational health and safey management system*

LEADERSHIP

The organization's ultimate aim is to be accountable for the compliances of OHSMS in the organization and somehow to the supply chain of the business line, following OHSMS requirements from start to end.

Introducing a road map for employee to direct them to achieve the goals of OHSMS compliances by identifying the PDCA model, creating roles and assigning them responsibilities and authorities.

Establishing the policy as a comprehensive statement to deliver the central idea of the organization for the OHSMS.

• *Leadership and commitment*
• *OHSMS policy*
• *Organization roles, responsibilities and authroties*
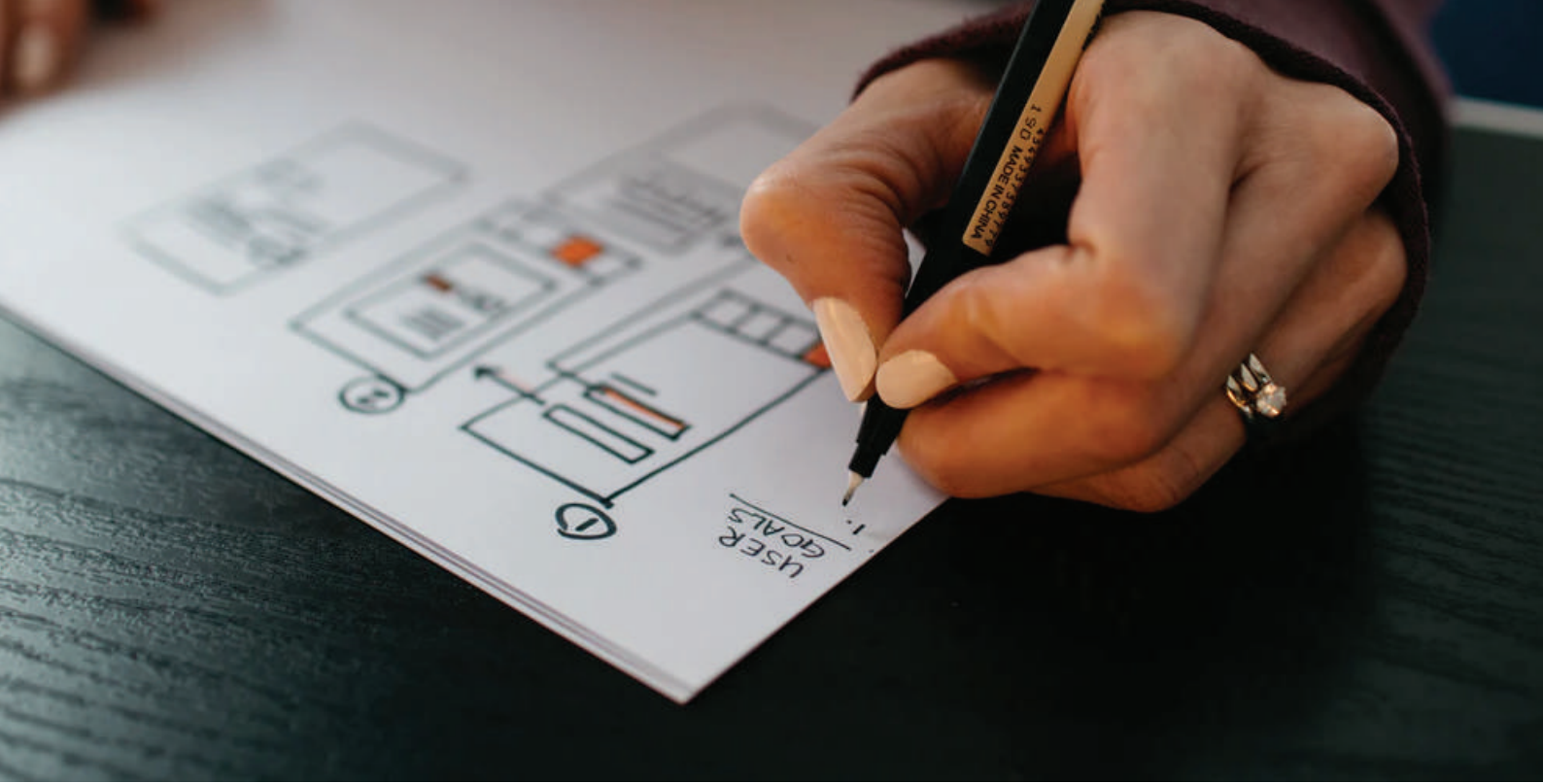
PLANNING

In this part of the OHSMS standard, the organization must consider its planning using 'Proactive Approach'. A risk-based thinking strategy. i.e. designing the methodology for the mitigation of internal and external risks or threats in the context of working health and safety issues.

Setting OHS objectives to achieve those mitigation actions or new milestone to achieve the goal of OHSMS compliances. Through the help of measurable objectives organization can reduce its cost of health recovery issues, incidents and near misses issues using analytical data.

• Actions to address risks and opportunities
• OHS objectives and planning to achieve them

SUPPORT

The successful implementation requires support activities that consist of resources, competent people of the organization, periodically well aware of the issues, communication channels, and documented information to maintain the records.

This organization must assign a team of skilled employee to ensure the execution of support activities.

- *Resources*
- *Competence*
- *Awareness*
- *Communication*
- *Documented information*

OPERATION

To mitigate the issues related to significant issues, risks, external threats using suitable and sufficient operational controls which is narrated by this sub-clause to the top management to arranged the planned steps and assign the controls.

Change management is the key area which impose the changes to the planned actions in case of failure to correct the matters and considering the changes during risk assessment process of planning.

Procurement is the significant component in selecting external providers, acknowledging them to the controls for expected hazards, risks and near-misses in their locations and scope of business the aim is to communicate the OHS policies to them to ahieve the goal of global village of safe working environment.

Organization is to establish and maintain the proactive approach to consider the emergency preparedeness and response against those emergency situations using this sub-clause req's.

• *Operational planning and control*
• *Emergency preparedness and response*

PERFORMANCE EVALUATION

Measuring the performance of health & safety management system for the occurrence of incidents near-misses or events that go beyond the OHSMS polices and organizational risk based strategies.

To monitor overall OHSMS performance, an "Internal Audit" is a mandatory requirement to be met by the organization by following the documented and systematic procedure through competent and skilled auditor to get the realistic outcomes of the audit.

Management reviews to sum up the overall performance in the form of reviews in the presence of top management or leadership to investigate the matters intensely making new decisions, objectives, and through change management changing the risks treatments.

- *Monitoring, measurement, analysis, and evaluation of OHSMS performance*
- *Internal Audit*
- *Management Review*

CONTINUAL IMPROVEMENT

During the execution of operational activities, OHSMS must face deviations against its plan, which is called nonconformance, that must be resolved by this improvement clause, taking into consideration correction and corrective actions.

Encourage continual improvement to enhance occupational health & safety management system by following the polcies, SOP's, safe working instructions and risk assessment control plan.

- *Nonconformity and corrective action*
- *Continual improvements*

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ISO 9001:2015

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ISO 14001:2015

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ISO 45001:2018

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ISO 50001:2018

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ISO 27001:2013

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ISO 22000:2018