



Outline

- Definition
- Benefits

OHSAS 18001 is a British standard for SMS to manage health and safety more effectively

(A) Methodology of OHSAS/ISO Standards:

The methodology is known as Plan, Do, Check, Act (PDCA).

- Plan: establish the objectives and processes necessary to deliver results appropriate to the organization's OH&S policy.
- Do: implement the processes.
- Check (Auditing/ Evaluation): monitor and measure processes against OH&S policy, objectives, legal and other requirements, and report the results.
- Act (Continual Improvement): take actions to continually improve OH&S performance.

(B) The OHSAS 18001 Sections:

The sections are listed below:-

1) OH&S Policy:

The health and safety policy must be defined and authorized by senior management for the success and continual improvement of the management system. Also, it must be appropriated to the nature and level of the organization's safety risks.

2) Hazard Identification, risk assessment and risk controls: include: hazard/risk definition, hazard identification process, risk evaluation, risk control process.

3) Objectives, Targets and Plans:

management programs must be identified and managed as part of the overall safety system

4) Legal and Other Requirements:

Suppliers must be aware of all the legal and other requirements that related to their operations and be able to demonstrate compliance to these requirements.

5) Resources, Roles, Responsibility Accountability & Authority

All employees must be aware of their safety responsibilities. It helps the organization to manage safety much simpler. For example, the management director could be responsible for the sections on Safety Policy. The HR manager could be assigned the section on competence, training and awareness

6) Competence, Training and Awareness:

Training need must be identified, and covered such topics as job specifications, competency, and risk assessments. The records of attendance must be kept. The evaluations of the training must be assessed

7) Communication, Participation and Consultation:

there must be internal and external effective communication processes to promote and maintain a safe workplace for everyone.

- **Internal Communication:** including management, employees, contractors

- **External Communication:** including customers, suppliers, stakeholders and the public.

8) Documentation:

The OH&S records must be maintained to demonstrate that the safety system is effective. All records must be clearly defined, easy to find and protect.

9) Operational Controls:

The controls include the necessary procedures to control safety across the whole operation. Examples of such procedures are chemical handling, work permits, control of lifting devices, control environmental and industrial hygiene programs

10) Emergency Preparedness and Response:

The potential emergency situations must be identified through the risk assessment process (fire, explosion, gas leak and spill response, etc.). These emergency situations must have effective emergency response plan. The emergency response plan must be periodically tested.

11) Performance Measurement and Monitoring

The monitoring and measurement tasks must be performed and reviewed on a regular basis. The qualitative and quantitative measures must be appropriate to the needs of the organization. The measurement tasks include safety inspection programs

12) Incident Report and Investigation:

All incidents and near misses must be reported and promptly and investigated thoroughly. The corrective action system must be engaged to prevent any reoccurrence. The analysis of data must be reviewed periodical and improved.

13) Non-conformity, Corrective & Preventive Action

Any compliance failures or potential compliance failures must be recorded to prevent a reoccurrence of the failure. The corrective and preventive actions must be implemented, to rectify the issue and prevent a reoccurrence.

14) Internal Audit:

The audits for the safety management system shall be performed regularly. Results of these audits shall be made known to management and reviewed through the management review process.

15) Management Review

The system must be reviewed at least once per year to ensure the system remains suitable and effective. The review shall cover all sections of the system, and all necessary actions will be undertaken as quickly as possible to ensure the continual improvement of the system.

16) Continual Improvement:

The management can only achieve excellence performance in their system through the continual improvement process. Each manager is responsible for demonstrating the continual improvement of the safety system in his own department or process.

(C) OHSAS 18001 Certificate

