

ISO 45001: presentation notes



Good morning/afternoon/evening, I'm delighted to be talking about the very important new arrival... ISO 45001, the international requirements standard for occupational health and safety management systems.

We'll briefly take a look at why a new standard is needed, what's different about ISO 45001 and implications for the future.

Why is it needed?

- Well, firstly I think we need to consider the global toll of H&S failures, which are a stark reminder of why we need to manage H&S more effectively.
- Shockingly, one death every 12 seconds due to work worldwide; and work accidents and diseases estimated to cost the global economy about four per cent of GDP.
- Whereas; we all know, systematic management of H&S, as well as humanitarian, has many business benefits too, including supply chain reliability.
- Good feelings about work have been linked with higher productivity, profitability, and customer and worker loyalty. So, as well as reducing losses, it can help organisations to build the three 'Rs', reputation, resilience and results.
- So, why is it needed? As well as needing to improve safety and health management to tackle the global toll of failure.
- We also need a new standard because: although OHSAS 18001 is well used (last survey showed 90,000 certifications in 127 countries), it's not a truly international, consensus-based standard and it isn't aligned with other ISO management system standards.

Standardising the standards

Many of you may already be familiar with the recent changes to ISO standards, but just to recap them:

- The big challenge here was that over the years ISO had accumulated multiple definitions of common terms, such as for 'organisation' and 'management system'
- Their solution was 'Annex SL', which is now used in the development of all new international standards and the revision of existing ones – it introduces the use of:
 - the same high-level structure – same clause titles and sequence
 - identical core text, with variations according to topic
 - common terms and definitions.

This should reduce confusion and inconsistency and help organisations with multiple certifications to integrate them more easily into their business – a requirement of the new ISO standards.

ISO development of ISO 45001

- To develop standards, ISO has a six-stage process and ISO 45001 has now been through these and was published 12 March 2018.
- IOSH applied for and were successful in becoming a Category A Liaison member of ISO Project Committee (PC 283). This required a detailed application form being voted on by all the PC 283 members – this means we were accepted as a global body, by countries across the world, and as having a valuable contribution to make.
- All ISO members (National Standards Bodies) are eligible to join project committees and PC 283 had 70 members, plus 16 Observer countries and 21 Liaison bodies, including IOSH and ILO.
- As a Liaison body, IOSH received all the papers to comment on; attended all the meetings; and were full participating members of the PC 283 Working Group.
- Now the standard is published, a new Technical Committee will be established – this will oversee the ongoing maintenance and review of ISO 45001 and the development of any related standards.

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ISO 45001 aims to help organizations to:

- minimise H&S risk to all those working on their behalf (including mental and physical health)
- integrate H&S within their business management system and processes
- provide a platform for continual improvement in H&S.

The main characteristics of the new standard are:

- it uses the 'Plan-Do-Check-Act' model and is risk-based
- it takes a similar approach to OHSAS 18001 and the UK's HSG65
- it applies Annex SL and has the following contents:
 - **Clauses 1–3:** Scope, Normative references, Terms and definitions
 - **Clause 4:** Context of the organisation
 - **Clause 5:** Leadership and worker participation – commitment, policy, roles, responsibilities, accountabilities and authorities and consultation, etc
 - **Clause 6:** Planning – setting OH&S objectives and the actions needed to achieve them
 - **Clause 7:** Support – resources, competence, awareness, communication, documented information
 - **Clause 8:** Operation – operational planning and action (including management of change, outsourcing, procurement and contractors, emergency preparedness, etc)
 - **Clause 9:** Performance evaluation – measuring and monitoring, internal audit and management review
 - **Clause 10:** Improvement – setting targets, investigating incidents and non-conformities, and taking corrective actions.

The standard also includes 'informative' Annex A – guidance on the use of ISO 45001, which explains the various clauses. It's not a 'how to' guide on management systems, but BSI has published BS 45002.0 *General guidelines for the application of ISO 45001* and will also publish small (10-page) guides on topics such as OH, Risk management and incident investigation. There is other information available: the IOSH website; CQI guide (25 per cent discount for IOSH members); TUC guide for H&S reps; and HSE intend to develop a guide on proportionate application of ISO 45001.

What are the main differences from OHSAS 18001?

Significant differences from OHSAS 18001:

- context of organisation – there must be consideration of wider issues such as supply chain and local community and also cultural, social, political, legal, technological, economic and governance settings (eg using STEEPLE analysis)
- leadership – 'top management' (those who control or direct the organisation) need to take an active role, for example set direction, foster trust, promote positive culture and communicate what needs to be done and why it's important
- documented information – now we're in the digital age, this includes electronic and processed information (for example use of smart phones or tablets) and doesn't refer to documentation, records or documented procedures.

More focus on:

- worker participation – top management need to ensure more non-managerial participation and that they support leadership and contribution from others
- continual improvement – there is a requirement for continual improvement objectives and process
- hierarchy of control – there is emphasis on applying the 'hierarchy' at planning and operational stages, so that problems can be designed-out at the earliest stage
- risk management – this requires ongoing assessment of risks and opportunities, both for OH&S and for the OHSMS itself
- compliance status – requires a process to ensure that relevant legal and other requirements are taken into account, kept up-to-date and compliance status checked
- contractors, procurement and outsourcing – recognising the growth in these areas, there is a requirement for specific processes to safely manage these issues
- performance evaluation – requires criteria against which evaluation takes place and for not only OH&S performance to be evaluated, but also of the efficacy of the system.

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Making it happen – the migration

- As I said, ISO 45001 was published on 12 March 2018 and OHSAS 18001 has officially been withdrawn. However, there is a three-year period for those wanting to migrate to the new standard (your certification body has probably been in touch).
- You need a 'gap analysis' to determine what you need to improve to meet ISO 45001 requirements.
- It's a voluntary standard, so organisations can just adopt the principles without necessarily going for certification.
- We need to raise awareness (of the changes and benefits), secure commitment and help up-skill people.

Potential new skills

- H&S professionals – may require new skills in helping CEOs and other senior managers assess 'context' (internal/external factors) for example horizon-scanning and stakeholder engagement; and, prepare to be audited to this new standard, including how to demonstrate leadership and integration into business processes.
- Also, H&S professionals can forge 'functional alliances' and provide advice on developing procurement policies and effective performance indicators.
- Auditors – may require new skills in dealing with CEOs/Boards (IRCA has mandated 1.5 days training).
- Overall, I think this is a fantastic opportunity to help ensure H&S gets the strategic attention, leadership and resources it deserves – and one we should all seize with both hands.

Essentially, ISO 45001 will help businesses:

- to deliver the H&S element of 'people, planet and profit' – the famous 'triple bottom line'
- to reap the many benefits of effective risk management, preventing injury, illness and death and improving reputation, resilience and results!

Before I finish, can I just mention the new IOSH ISO 45001 web page (there was a link in the 12 March *Connect*), where you'll find lots of free resources, including FAQs, tips on getting started and the IOSH briefing, you just need to log-in to MyIOSH.

We'll be keeping this up-to-date with developments, including webinars and case studies from early adopters (if anyone would like to contribute, you'll find an easy-to-use template on the new web page). Just email to iso45001@iosh.com.

Thanks for your attention. I'm happy to take any questions.

Published April 2018