



Introduction to OHSAS 18001



Topics Covered

- § Fundamentals
- § The 18001 Standard
- § Importance of 18001
- § Benefits
- § Requirements
- § Process / PDCA Approach
- § Details of the Standard: *Sections 4.1 thru 4.6*
- § Summary
- § Tools for Implementation



The OHSAS 18001 Standard

Section 4.1 General requirements

Introduces the requirements for the overall OH&S Management System

Section 4.2 OH&S policy

Covers requirements for the OH&S policy that needs to be formulated

4.1 General Requirements

The first clause of OHSAS 18001:2004 standard requires that a company (i.e. a business, a corporation, an enterprise, an organization), establish, document, implement, and continually improve their OH&S management system and demonstrate that they meet all the requirements of the standard.

Top management in the company starts the process by defining the scope of the OH&S management system, that is, identify the boundaries to which the system applies.

This will take into account the company's activities relative to products, services, departments, facilities, or multiple plant locations.

4.2 OH&S Policy

The next clause of the standard requires that an OH&S policy developed and approved by top management and relating to the scope of the OH&S be formulated and in place.

This is usually a short statement that sets the stage for the remaining components of the OH&S system and provides the framework for the review of OH&S programs with defined objectives and targets.

There are some specific items that must be addressed in the policy, and they deal with compliance with legal and other requirements, prevention of injury & ill health, and continual improvement.

In addition, the policy needs to be communicated to all employees, to other people working on behalf of the company, and be available to the general public. The policy must be documented, implemented, and maintained and this means that it is kept up to date and validated through the management reviews and supported by the whole of the OH&S system.



Details of the Standard

4.3 Planning

4.3.2 Legal and other requirements

Identify the legal and other requirements that apply to your sites, products, services that are included in the scope of your OH&S system.

4.3.2 Legal and Other Requirements

A procedure is required to describe the method to identify the applicable legal and other requirements to which *YOUR COMPANY* subscribes to and that can interact with health and safety in the organization.

The procedure provides a system to track and have access to existing and planned regulatory requirements, codes of practice, and other standards of performance that establish the standard of due diligence that should be met.

Reviews of the legal and other health and safety requirements are used, within the constraints of the business operating parameters, to identify the elements of the activities, products or services that can be controlled and that can have significant adverse or beneficial impact on health and safety.

The procedure is established to identify the various types of legal, regulatory, customer, and non legal requirements and to determine how they apply to the company.

Reviews of legal and other requirements are conducted where:

Review activities are undertaken by an OHS steering team to consider the legal and other non legal health and safety requirements as a basis for inclusion in the system.

For the established OHS, the management group conducts on-going reviews as part of the management review procedure in order to maintain continual improvement, suitability and effectiveness of the system.

YOUR COMPANY needs to track changes in federal, provincial and local laws and regulations, industry codes of practice, and other contractual agreements containing health and safety provisions.

The OHS management representative is responsible for the implementation and maintenance of this procedure covering legal and other requirements and including regulatory tracking.