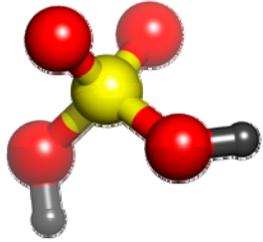


OHSAS 18001: International Occupational Health and Safety Assessment Specification and Management System

SAND No. 2011-0549C

Sandia is a multiprogram laboratory operated by Sandia Corporation, a Lockheed Martin Company, for the United States Department of Energy's National Nuclear Security Administration under contract DE-AC04-94AL85000.





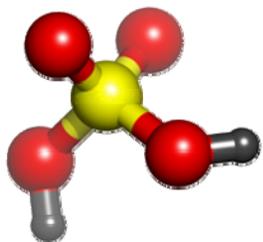
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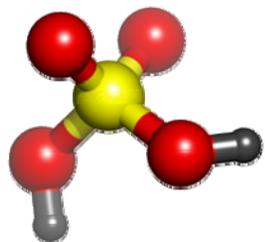




OHSAS 18001 Requirements

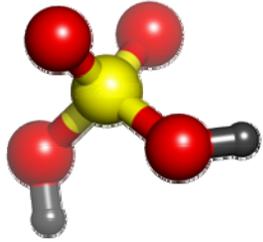
- ▶ Identify OHS hazards
- ▶ Assess the risks associated with C hazards identified
- ▶ Determine the controls necessary to reduce OHS risks to acceptable levels





OHSAS 18001 Relationships to ISO

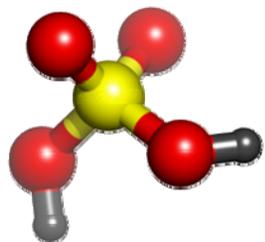
- ▶ Uses same principles as ISO 9001 / 14001
 - Document and data control
 - Auditing
 - Process controls
 - Record controls
 - Training
 - Corrective and preventive action and statistics
 - Structure about identical to ISO 14001



ISO 9001 and OHSAS 18001

- ▶ ISO 9001, the world's most widely established quality standard, focuses on satisfying customer requirements.
 - However, neither ISO 9001 nor ISO 14001 explicitly address risk management.

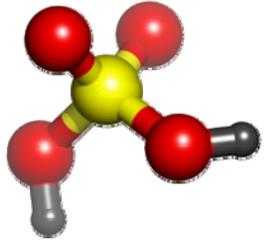
- ▶ OHSAS 18001 expands customer requirements of ISO 9001 and:
 - Includes regulatory and other mandatory OHS requirements
 - Is a system for monitoring, controlling and improving performance regarding current regulations and legislation.
 - Does NOT replace these regulations and legislation.



BS (British Standard) 8800

- ▶ Written by industry, safety practitioners and the Health and Safety Executive (HSE) Board to:
 - Minimize risk to employees by developing good working practices to prevent accidents and ill health
 - Improve business performance and responsible image
 - Assist in continuous improvement beyond legal compliance
 - Help organizations comply with its OHS policies and objectives

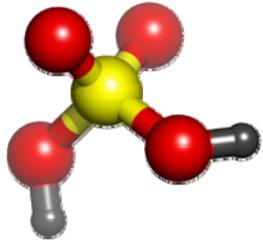




BS 8800 (2004)

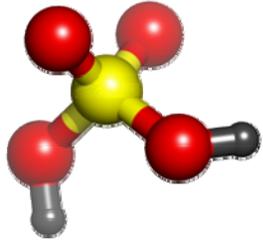
- ▶ New and improved annexes:
 - Promoting an effective OHS management system
 - Hazardous event investigation
 - Risk assessment and control
 - Integration with other management systems into an overall system





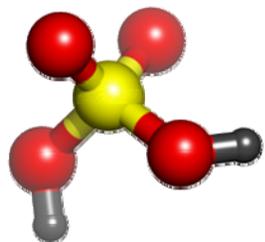
OHSAS 18001 Integration with ISO Standards

- ▶ Can be partially or fully integrated with ISO 9001/14001 programs.
- ▶ Some elements are common to ISO; others have no common basis.
- ▶ Successful integration requires a mature ISO 9001/14001 program(s).
- ▶ Can be run in parallel with ISO; integration not for all.



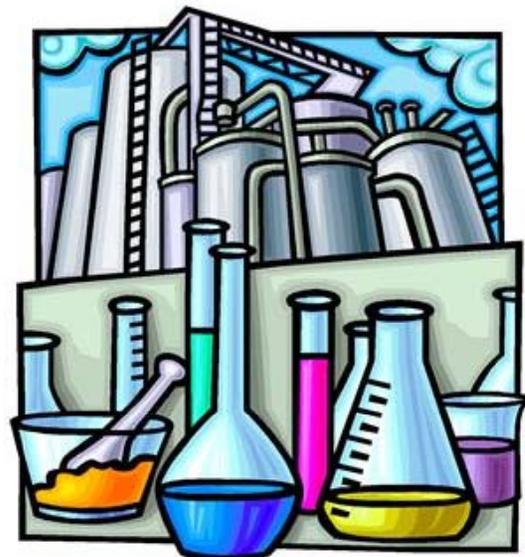
Relationships

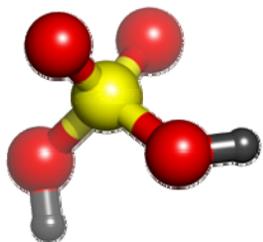
- ▶ OHSAS 18001 sets OHS specifications.
- ▶ OHSAS 18002 provides guidelines for implementation of OHS 18001.
- ▶ BS8800 explains various elements in developing and maintaining an OHS management system.
 - Offers guidance in promoting safety management system, risk assessment and hazardous event investigation.



Applicability of OHSAS 18001

- ▶ Applies to any organization, regardless of:
 - Size
 - Process
 - Regulatory requirements
 - Economic situation
 - Geographic location



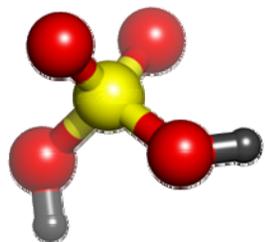


Why Implement OHSAS 18001?

There are costs to implementing OHSAS 18001, but if they can be justified the benefits (both tangible and intangible) exceed the costs:

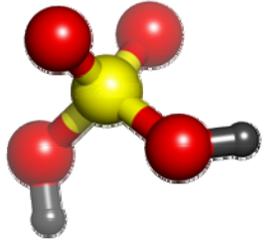
- ▶ Safety of workers
- ▶ Quality of product
- ▶ Increased efficiency
- ▶ Good for business





Benefits of OHSAS 18001

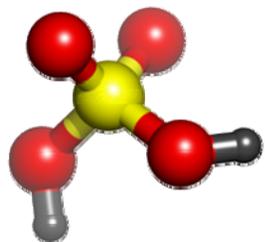
- ▶ Tangible
 - Reduce lost time
 - Reduce litigation risk
 - Adequate health & safety insurance provisions
 - Regulatory flexibility



Benefits of OHSAS 18001

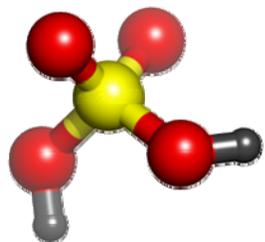
- ▶ Intangible
 - Continuity of operations
 - Operational efficiency
 - Quality work force
 - Improved community goodwill
 - Competitive advantages
 - Employee motivation and pride





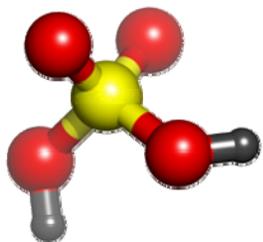
OHSAS 18001 Management Plan

- ▶ Integrated with other business activities
- ▶ Dedicated to continuous improvement
- ▶ Develops corporate commitment
- ▶ Establishes emergency preparedness response
- ▶ Satisfies legislative requirements
- ▶ Not intended to address product or services safety



OHS Management Program

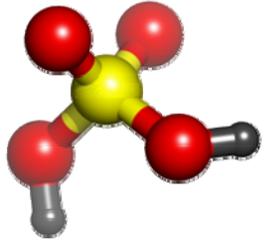
- ▶ Designates responsibility and authority
- ▶ Defines means through which objectives are to be achieved, and timeline for achieving them.
- ▶ Must be reviewed at regular, planned intervals
- ▶ Must be amended to address relevant changes in activities, products/services or operating conditions
- ▶ Top management must provide necessary resources



OHSAS 18001 Requirements

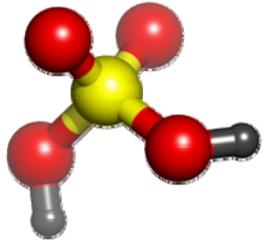
- ▶ Must establish and maintain procedures for ongoing identification of hazards, risk assessment and control measures for:
 - Routine and non-routine activities
 - Activities of all personnel having access to the facility
 - For all facilities, regardless whether provided by the organization or others





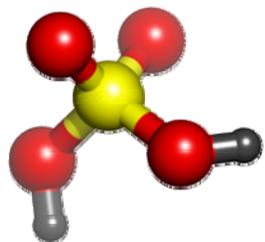
Proactive, Not Reactive

- ▶ Consistent with operating experiences and capabilities of risk control measures and provide input into:
 - Determination of facility requirements
 - Identification of training needs
 - Development of operational controls
 - Monitoring of actions to ensure effectiveness and timeline to implementation
 - Classification of risks (LOW–HIGH)



Regulations

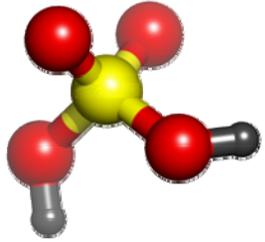
- ▶ Specific to the activity (e.g. site operating permits)
- ▶ Specific to the organizations products and/or services
- ▶ Specific to the industry; general OHS safety laws and authorizations, licenses and permits
- ▶ Must consider the legal and regulatory requirements of ALL activities (not just high risk).



Objectives

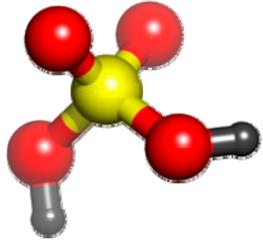
- ▶ Should be quantified whenever possible
- ▶ There must be a continuous improvement commitment
- ▶ Consider:
 - Legal requirements
 - OHS hazards and risks
 - Technological options
 - Financial, operations and business requirements
 - Views of interested parties





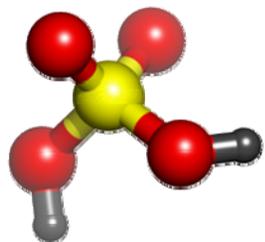
Employee Awareness

- ▶ Employees must understand:
 - Importance of conforming to OHS management system
 - OHS consequences of their work activities
 - Individual roles & responsibilities
 - Potential consequences of non-conformance to operating procedures
- ▶ Employees should be involved in review of policies/procedures for managing risks and consulted on changes that affect workplace.
- ▶ Employees should be aware of organization's OHS representative.



Employee involvement is KEY.

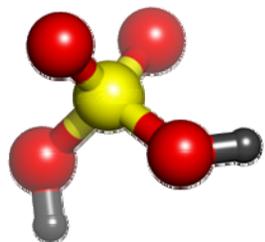
- ▶ Employees must take responsibility for conforming to OHS standards on a daily basis.
 - Therefore, it is important that they respect the process.
- ▶ More likely to follow procedures they are involved in designing, and will have greater respect for the process if they are recognized as active participants/encouraged to share opinions.
- ▶ Interaction between management and employees, as well as with OHS representative, should be encouraged.



Authorization of OHS Management System by Top Management is Crucial

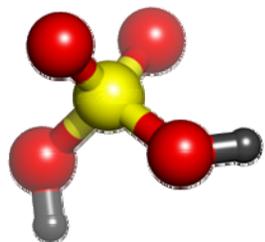
- ▶ Appropriate to nature and scale of OHS risks
- ▶ Include commitment to continuous improvement
- ▶ Documented and communicated to all employees
- ▶ Available to interested parties
- ▶ Reviewed periodically
- ▶ At least comply with current OHS legislation





Document Control

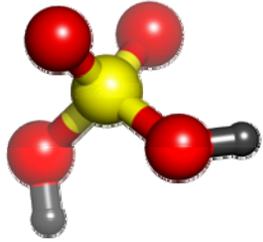
- ▶ Procedures established and maintained such that all documents and data required by OHSAS specifications:
 - Can be readily located.
 - Are reviewed periodically and updated if necessary.
 - Are available at all locations where the OHS management system operates.
 - Documents may be integrated with other corporate documents where appropriate .
 - e.g. org charts, site emergency plans, etc.



Document Control (continued)

- ▶ Applies to documents including records, audits and reviews:
 - Must be legible, identifiable and traceable
 - Must be stored as to be readily retrievable and protected against loss or damage
 - Retention time must be established and recorded

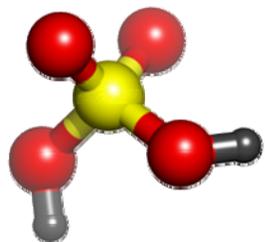




Records and Reviews

- ▶ Compliant records
- ▶ Training records
- ▶ Accident Information
- ▶ Inspection, maintenance and calibration records
- ▶ Contractor and supplier information
- ▶ Incident reports
- ▶ Risk information
- ▶ Audit results
- ▶ Management review records

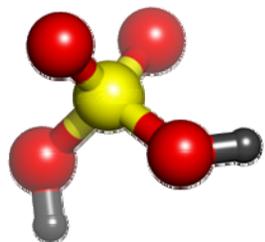




Emergency Situations

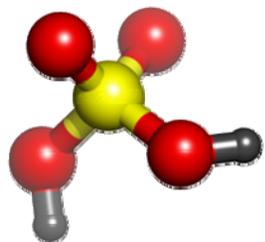
- ▶ Identify potential emergency situations and response measures.
- ▶ There must be review of response measures after any incidents occur.
- ▶ Emergency response measures must be tested periodically.





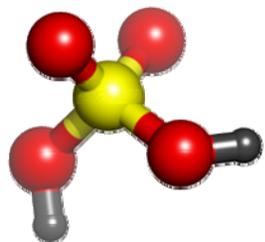
Responsibility and Authority

- ▶ Procedures must be defined for response to and investigation of accidents and incidents
- ▶ Procedures must be in place for taking action to mitigate consequences from accidents and incidents
- ▶ Corrective and preventive action procedures must be initiated and completed
- ▶ There must be confirmation of effectiveness of corrective and preventive actions taken



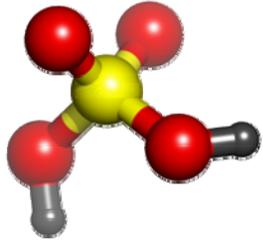
Audit Program and Procedures

- ▶ Determines whether OHS management plan has been properly implemented and maintained and meets policy and objectives
- ▶ Reviews results of previous audits
- ▶ Provides audit information to (top) management
- ▶ Should be conducted by independent (not necessarily external) personnel



Management Reviews

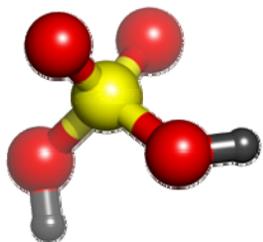
- ▶ Should be at specified periodic intervals, documented, and cite any need for changes to policy or objectives
- ▶ Should include:
 - Audit results
 - Extent to which objectives are met
 - Confirmation of continued suitability of OHS management system
 - Concerns from any relevant interested parties



OHSAS 18001 Certification

Steps to certification are similar to those for ISO 9001 / 14001:

- ▶ Commit to developing OHSAS 18001 system.
- ▶ Develop plan for implementation.
 - Understand legal/regulatory requirements.
 - Identify risks/hazards, and controls for them.
- ▶ Implementation and training.
 - Training for management/employees can be done in-house or through consultants.
 - Allow enough time for system to be correctly/effectively implemented.
- ▶ Once system is in place, consider options for certification.



OHSAS 18001 Certification

Developing a program can be done with or without consultation:

- ▶ Without – literature can be purchased to help guide through the process of designing/implementing.
 - Hiring a consultant to check progress may be beneficial.
- ▶ With – Groups like SGS and BVQI, who were involved in the creation of OHSAS 18001, offer in-depth consulting services.
 - SGS offers its services from the initial set-up, through development and implementation, all the way to certification.
 - BVQI offers preliminary audits to diagnose implementation problems, and audits post-certification to monitor progress.