

SIRIM LEAD AUDITOR COURSE ISO 45001:2018

Duration: 5 Days

PROGRAMME OVERVIEW

This course offers an understanding of the concepts of the ISO 45001:2018 standard along with the principles and practices of leading management systems and process audits in accordance with ISO 19011, Guidelines for auditing management systems and ISO/IEC 17021-1, Conformity assessment - Requirements for bodies providing audit and certification of management systems - Part 1: Requirements, as appropriate.

The course covers the clauses of ISO 45001:2018 in detail and will guide participants through the entire audit process, from managing an audit program to reporting on audit results. Participants will gain necessary auditing skills through a balance of formal classroom tutorials, role playing, group workshops, and open forum discussions.

LEARNING OUTPUT

- Understand quality management definitions, concepts and guidelines
- Understand the requirements of ISO 45001:2018
- Understand the roles and responsibilities of the auditor
- Apply ISO 19011 and ISO/IEC 17021-1 definitions, concepts and guidelines
- Recognize the principles, practices and types of audits
- Understand the role of objectives, scope, and criteria in the audit process
- How to plan audits
- Understand lead auditor responsibilities
- Communicate effectively during the audit
- Prepare audit conclusions
- Report audit results

COURSE CONTENTS

- Session 1: Introduction to Occupational Health and Safety Management Systems
- Session 2: Process-based OHS
- Session 3: Registration, certification and auditor competence
- Session 4: Audits: Definition, principles and types
- Session 5: The audit process
- Session 6: Preparing for the on-site audit (Audit Stage 1)
- Session 7: Developing the checklist
- Session 8: Conducting the on-site audit (Audit Stage 2)
- Session 9: Audit review
- Session 10: Audit reporting and follow up

PRE-REQUISITE

- Participants should have prior knowledge of the OHSAS 18001 standard.
- Participants are expected to have the following prior knowledge:
 - The Plan, Do, Check, Act (PDCA) cycle
 - The structure and contents of ISO 45001

WHO SHOULD ATTEND?

- Auditors seeking to perform and lead Occupational Health and Safety Management System (OHSMS) certification audits
- Managers or consultants seeking to master an Occupational Health and Safety Management System audit process
- Individuals responsible for maintaining conformance with OHSMS requirements
- Technical experts seeking to prepare for an Occupational Health and Safety Management System audit



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