The content of this document is based on the ISO/DIS 45001 which was published in February, 2016. The ballot on ISO/DIS 45001 has been started on February 12, 2016. Changes are still to be expected.
1. Background

ISO is developing an occupational health and safety (OH&S) management system standard (ISO 45001) which is intended to enable organizations to manage their OH&S risks and improve their OH&S performance. The implementation of an OH&S management system will be a strategic decision for an organization. It can be used to support its sustainability initiatives, ensuring people are safer and healthier, and increase profitability at the same time.

An organization’s activities can pose a risk of injury or ill-health and can result in a serious impairment of health, or even fatality, to those working on its behalf; consequently, it is important for the organization to eliminate or minimize its OH&S risks by taking appropriate preventive measures. An organization’s OH&S management system can translate its intentions to prevent incidents into a systematic and ongoing set of processes (supported by the use of appropriate methods and tools) and can reinforce the organization’s commitment to proactively improving its OH&S performance.

2. Main focus of ISO 45001

ISO 45001 is an International Standard that specifies requirements for an occupational health and safety (OH&S) management system, with guidance for its use, to enable an organization to proactively improve its OH&S performance in preventing injury and ill-health.

ISO 45001 is intended to be applicable to any organization regardless of its size, type and nature. All of its requirements are intended to be integrated into an organization’s own management processes.

3. Who are the intended users of the Standard?

The simple answer is: all organizations.

It should not matter if your organization is a micro business or a global conglomerate, if it is a non-profit organization, a charity, an academic institution, or a government department. As long as your organization has people working on its behalf, or who may be affected by its activities, then using a systematic approach to managing health and safety will bring benefits to it.

The standard can be used by small low risk operations as well as by high risk and large complex organizations. While the standard requires that OH&S risks are addressed and controlled, it also takes a risk based approach to the OH&S management system itself, to ensure a) that it is effective and b) being improved to meet an organization’s ever changing «context». This risk based approach is consistent with the way organizations manage their other «business» risks and hence encourages the integration of the standard’s requirements into the organizations’ overall management processes.
4. **Important content of ISO 45001 at a glance**

An ISO 45001 based OH&S management system will enable an organization to improve its OH&S performance by:

- developing and implementing an OH&S policy and OH&S objectives
- establishing systematic processes which consider its «context» and which take into account its risks and opportunities, and its legal and other requirements
- determining the hazards and OH&S risks associated with its activities; seeking to eliminate them or putting in controls to minimize their potential effects
- establishing operational controls to manage its OH&S risks and its legal and other requirements
- increasing awareness of its OH&S risks
- evaluating its OH&S performance and seeking to improve it, by taking appropriate actions
- ensuring workers take an active role in OH&S matters

In combination, these measures will ensure, that an organization's reputation as a safe place to work will be promoted, and can have more direct benefits, such as:

- improving its ability to respond to regulatory compliance issues
- reducing the overall costs of incidents
- reducing downtime and the costs of disruption to operations
- reducing the cost of insurance premiums
- reducing absenteeism and employee turnover rates
- recognition for having achieved an international benchmark (which may in turn influence customers who are concerned about their social responsibilities)
5. **Conversion of the certification – significant key points**

(As of February 2016, subject to change)

ISO 45001 follows the high level structure approach that is being applied to other ISO management system standards, such as ISO 9001 (quality) and ISO 14001 (environment). In developing the standard, consideration has been given to the content of other international standards such as OHSAS 18001. Those adopting the standard, once it has been published, should find its requirements consistent with the other standards. This will allow for a relatively easy migration from using an existing OH&S management system standard to using ISO 45001, and will also allow for the alignment and integration with the requirements of other ISO management system standards into their organization's overall management processes.

5.1 **Publication of the new standards and issuing of certificates**

Based on current information the release is expected at the beginning of 2018. Certificates which comply with the new standard requirements will only be issued once the new standards have been published.

5.2 **Transition period for making certified management systems compliant with new standards**

A three-year transition period starting at the official ISO publication date; i.e. three years after the publication of ISO 45001, the OHSAS 18001 will be withdrawn and will no longer be valid. Until then, all requirements must be checked by the certification body i.e. a corresponding audit must be conducted for the conversion.

5.3 **Registration for SQS certification once the new standards have been published**

SQS recommends that users applying for certification for the first time (new customers, so far not owner of such a certification) register for certification according to the new ISO 45001.
5.4 Recertification audits after publication of the new standards
Following publication, SQS will as far as possible conduct the regular OHSAS 18001 recertification audits as agreed with customers according to the new standard. In this case, the validity of the renewed certificate will be extended for a further three years period (subsequently to the old expired certificate).
In case a company decides, after the publication of the new ISO 45001, to undergo a recertification audit in accordance with the OHSAS 18001, the validity period of the certificate must be limited to the end of the three-year transitional period (expected September/October 2019).
A planned and executed certification in due time will avoid a limited period of validity of the certificate.

5.5 Surveillance audits after publication of the new standards
Surveillance audits are conducted based on the OHSAS 18001 up to the conversion date. However, the date of the last verification prior to the expiry of the three-year transitional period must be used for the conversion to ISO 45001 at the very latest.

5.6 Surveillance audit following publication of the new standards as a reduced advanced recertification audit
A surveillance audit, based on ISO 45001, which is conducted during the validity period of an existing OHSAS 18001 SQS certificate, may also be conducted as a reduced advanced recertification audit.
In this case, the certificate remains valid for the remaining time period of validity (with a new issue date based on the date of the certification decision for the conversion).

5.7 Duration of conversion audits
The regulation for the audit duration with a new certification as well as a conversion of OHSAS 18001 to ISO 45001 is established by the IAF at a later time. This will probably orientate to existing standards such as ISO 14001:2015.

6. Procedure of conversion of the management system
The following eight steps should be taken in order to ensure a successful conversion to the new ISO 45001

• to deal with the requirements of the new ISO 45001 standard
• to identify gaps in the system (GAP analysis by the company itself or – if required – voluntary GAP assessment by SQS)
• to determine the right time for the conversion
• to determine the implementation approach (e.g. project plan)
• to involve the most important stakeholders (management, employees etc.)
• to update the existing OH&S management system
• to verify a successful implementation by means of internal audits
• to prepare for recertification
7. Use of SQS customer support and other options

Services in conjunction with the revision of the standards
In order to support its customers, SQS has developed a wide range of services to ensure efficient implementation and use of the new requirements and recommendations. SQS training services are available at www.sqs.ch/en.

- Beforehand, we recommend to attend the one-day advanced seminar for organizations that wish to migrate their existing OH&S management system to the new ISO 45001.
- For companies that build an OH&S management system for the first time, we recommend visiting our two-day basic seminar OS&H management according to ISO 45001.
- The conversion process might be coordinated with the assigned SQS Lead Auditor, who will be happy to offer expert advice on the assessment.
- The SQS head office is responsible for answering general questions, whereas SQS Lead Auditors will gladly provide professional information.

Certification of integrated management systems
SQS is a leading service provider in the field of integrated management systems – such as quality, environmental, occupational health and safety and energy management. SQS achieves this thanks to its multi-talented auditors who are able to cover several certification standards during one single audit.
If and when required, SQS will be happy to make a non-binding offer for certifications according to ISO 45001, ISO 9001, ISO 14001, ISO 50001 or one of its other services.
In doing so, SQS supports its customers with training, assessment, certification, validation and verification services on the path to sustainable success.