



**ISO 45001 HEALTH AND  
SAFETY MANAGEMENT SYSTEM**

**INITIAL REVIEW**

**Extract**

Clause	Title Requirement	Yes	No	Evidence
<b>4.1</b>	<b>Organisational Context</b>			
	a) Has the company identified internal issues which could affect the Occupational Health and Safety Management System?			
	b) Has the company identified external stakeholders and issues which could affect how it manages Occupational Health and Safety issues?			
<b>4.2</b>	<b>Needs of Expected Parties</b>			
	a) Are interested parties identified?			
	b) Are expectations on Occupational Health and Safety of interested parties identified? E.g. clients or customers			
	c) Is there evidence of employee expectations being taken into account?			
	d) Are legal and other requirements identified?			
<b>4.3</b>	<b>Scope</b>			
	a) Is there evidence the Occupational Health and Safety System covers: <ul style="list-style-type: none"> <li>▪ External stakeholders?</li> <li>▪ Internal issues?</li> <li>▪ Planned work activities?</li> <li>▪ Non routine work activities?</li> <li>▪ Work activities on site?</li> <li>▪ Work activities off site?</li> </ul>			
	b) Does the Occupational Health and Safety Management System cover: <ul style="list-style-type: none"> <li>▪ Products?</li> <li>▪ Services?</li> <li>▪ Activities?</li> </ul>			
	c) Is the scope documented?			



<b>5.1</b>	<b>Leadership and Worker Participation</b>			
	a) Is there evidence of senior managers leading Health and Safety issues?			
	b) Is there evidence: <ul style="list-style-type: none"> <li>▪ Senior managers are involved in Occupational Health and Safety Objective Setting?</li> <li>▪ Communicate the importance of Health and Safety?</li> <li>▪ Health and Safety is integrated into company policies, procedures and practices?</li> <li>▪ Resources are put into Health and Safety Management?</li> <li>▪ Continual improvement?</li> <li>▪ Leading a Health and Safety culture?</li> <li>▪ Protecting workers from reprisals when reporting accidents and hazards?</li> </ul>			
<b>6.0</b>	<b>Planning</b>			
	a) Is there evidence of planning to prevent undesired events?			
	b) Is there evidence of continual improvement?			
	c) Is there evidence of action to reduce the likelihood of undesired events?			
	d) Is there evidence of documentation on risk and opportunities for improvement?			
	e) Is there a written risk assessment process?			
<b>6.1</b>	<b>Hazards &amp; Risks</b>			
	a) Is there evidence that the company has a hazard identification and risk assessment process which covers: <ul style="list-style-type: none"> <li>▪ Routine and non-routine work?</li> <li>▪ Accidents and incidents?</li> <li>▪ Emergency situations?</li> <li>▪ Workers at other sites?</li> <li>▪ Others in vicinity?</li> <li>▪ Design of work areas?</li> <li>▪ Changes in site?</li> <li>▪ Changes in knowledge on hazards and risks?</li> </ul>			
	b) Does the risk assessment system take into account existing controls?			
<b>7.1</b>	<b>Resources</b>			
	a) What evidence is available to show resources for the development and maintenance of the Occupational Health and Safety Management System?			
<b>7.2</b>	<b>Competence</b>			
	a) What arrangements are in place to ensure workers are competent? How are these			

	documented?			
<b>8.1</b>	<b>Operation</b>			
	a) Is there evidence of a process to control and eliminate hazards and use the hierarchy of control?			
	b) Is there a process to implement planned changes which impact on Occupational Health and Safety Performance?			
	c) What arrangements are in place to ensure procurement and purchasing procedures support the Occupational Health and Safety Management System requirements?			
	d) What procedures are in place to select competent contractors?			
	e) Are contractors considered in company risk assessments?			
	f) Are any processes or functions outsourced?			
	g) If yes, what procedures are in place to ensure legal compliance and the standards in the company Occupational Health and Safety Management System are complied with?			
<b>8.2</b>	<b>Emergencies</b>			
	a) Have procedures been established for determining the emergencies which may occur?			
	b) Are planned response plans in place?			
	c) Are emergency response plans tested?			
	d) How are emergency procedures communicated to workers?			
	e) How are emergency procedures communicated to visitors?			
	f) How are emergency procedures communicated to contractors?			
	g) Have emergency plans been developed taking into account the views and needs of interested parties?			
<b>9.0</b>	<b>Performance Evaluation</b>			
	a) Has the company determined what needs to be monitored or measured to ensure Occupational Health and Safety standards are maintained?			
	b) Has the company carried out a legal compliance audit in the last 12 months?			
	c) How does the company monitor performance?			
	d) What equipment is used for any Occupational Health and Safety monitoring?			
	e) How is this equipment calibrated?			
	f) How is the result of monitoring documented or recorded?			
	g) What arrangements are in place to complete internal audits at planned intervals?			
	h) Do internal audits cover the entire Occupational Health and Safety Management			

	system, the Occupational Health and Safety Policy and Occupational Health and Safety Objectives?			
<b>10.0</b>	<b>Improvement</b>			
	a) Is there a process to investigate and take action with non-conformities and incidents?			
	b) Is there evidence of timely action to control, correct or deal with consequences?			
	c) Identify and deal with root causes of incidents and non-conformities?			
	d) What arrangements are in place to review risk assessments?			
	e) What arrangements are in place to change the Occupational Health and Safety Management system if necessary?			
<b>10.1</b>	<b>Continual Improvement</b>			
	a) Is there evidence of the company continually improving the suitability, adequacy and effectiveness of its Occupational Health and Management System: <ul style="list-style-type: none"> <li>▪ Enhance Occupational Health and Safety performance?</li> <li>▪ Promoting Occupational Health and Safety culture?</li> <li>▪ Promoting participation?</li> <li>▪ Communicating results?</li> <li>▪ Maintaining documentation?</li> </ul>			