

How to Implement OHSAS 18001: Safety Management

Course Outline

Description: This course is for individuals who wish to learn the tools and techniques for implementing OHSAS 18001 (2007) health/safety management systems in their organizations. Applies to any type of organization providing any type of product/service in the United States.

Pre-requisites: Each student must come to class with his/her own copy of OHSAS 18001 standard. (All other course literature is provided.)

Maximum class size: 15.

Duration: 12-15 hours (2 days).

1. Introduction
 - a. Purpose of health/safety environmental management
 - b. OHSAS 18001: history and track record
 - c. Pre-requisites
2. **Team Exercise 1: Understanding the requirements of OHSAS 18001 (2007)**
 - a. Teams prepare findings
 - b. Teams present findings
3. All about health/safety management processes
 - a. Health/safety hazards / risks
 - i. Identification
 - ii. Ranking / determination of significance
 - b. Health/safety laws and regulations
 - i. Identification and monitoring
 - c. Health/safety controls and management
 - i. Development of controls
 - ii. Emergency preparedness
 - d. Health/safety performance monitoring
 - i. Regulatory compliance
 - e. Programs for improvement
4. OHSAS 18001 management processes
 - a. Health/safety policy
 - b. Responsibility and authority
 - c. Documentation and document control
 - d. Competence and training
 - e. Corrective / preventive action
 - f. Internal audit
 - g. Management review
5. Implementation steps

- a. Health/safety hazard / risk assessment
 - b. Health/safety controls:
 - i. Adaptation
 - ii. Development
 - iii. Documentation
 - c. Health/safety policy, goals, and objectives
 - d. Monitoring and measurement
 - e. Orientation and implementation
 - f. Internal audit
 - g. Corrective action
 - h. Management review
6. Perils and pitfalls: serious do's and don'ts

