

# ISO 45001:2018

# Health & Safety Management Systems





# **SELF ASSESSMENT CHECKLIST**

See how it works ▶



# CONTEXT

#### THE ORGANISATION

Have we determined internal and external issues that will impact on our safety system?

#### **INTERESTED PARTIES**

Have we determined what internal and external interested parties are relevant to the safety system and what are their requirements?

#### **SCOPE**

Have we determined the boundaries of the environmental management system and documented the scope?

## **LEADERSHIP**

#### **LEADERSHIP AND COMMITMENT**

Can we demonstrate top management is providing leadership and commitment to the safety system?

#### **ROLES AND RESPONSIBILITIES**

Are roles and responsibilities for safety documented?

#### **CONSULTATION AND PARTICIPATION**

Have we established processes for consultation and participation in safety at all levels and functions?

#### **SAFETY POLICY**

Have we a documented safety policy that is communicated and available?

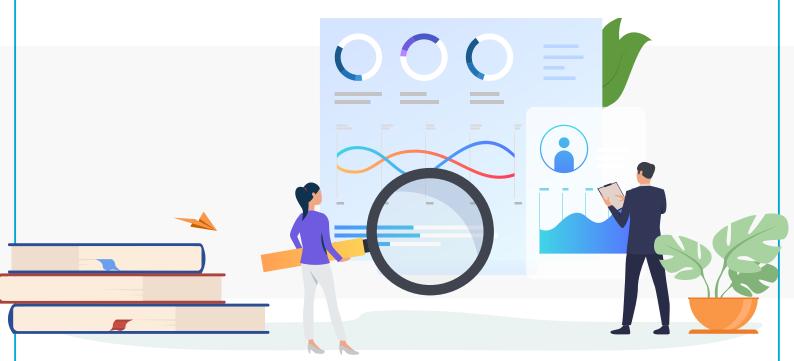


## WHAT ARE THE BENEFITS OF CERTIFICATION?









# **PLANNING**

#### **RISKS AND OPPORTUNITIES**

Have we determined the safety risks and opportunities related to our organization? Do we have plans to address them? Have we maintained records?

#### **HAZARD IDENTIFICATION**

Have we implemented processes for hazard identification?

#### **ASSESSMENT OF RISK**

Have we processes to assess risk? Have we maintained records?

#### **LEGAL & OTHER REQUIREMENTS**

Have we access to up to date legal requirements? Do we know how these requirements apply to us? Have we maintained records?

#### **SAFETY OBJECTIVES**

Have we established safety objectives? Do we monitor, measure and communicate them? Do we have plans to address them? Have we maintained records?

### WHAT ARE THE BENEFITS OF CERTIFICATION?







# **SUPPORT**

#### **RESOURCES**

Have we determined and ensured necessary resources are in place for the safety system?

#### **COMPETENCE**

Do we ensure competence of personnel? Do we maintain records?

#### **AWARENESS**

Have we ensured that personnel doing work under our control are aware of our policy, their responsibilities as well as processes relevant to them including incident, hazard and risk?

#### **COMMUNICATION**

Have we determined processes for internal and external communication relevant to safety including staff, contractors, visitors, regulators and interested parties? Do we maintain records?

#### **CONTROL OF DOCUMENTS**





# **OPERATIONS**

#### **OPERATIONAL PLANNING AND CONTROL**

Have we established and maintained procedures to meet the requirements of the safety system?

#### **ELIMINATING HAZARDS & REDUCING RISK**

Do we use the hierarchy of controls to eliminate hazards and reduce risk

#### **MANAGEMENT OF CHANGE**

Have we established processes for controlling changes that impact on safety performance? Such as changes to products, work conditions, legal requirements, technology, equipment, personnel?

#### **PROCUREMENT**

Do we have processes for ensuring safety is factored into procurement decisions including outsourcing and contractors?

#### **EMERGENCY**

Have we documented processes for emergency? Are they tested (such as drills) and do we evaluate effectiveness? Do we maintain records?





# PERFORMANCE EVALUATION

#### **MONITORING & MEASUREMENT**

Do we monitor things such as risk processes, operational controls, equipment that requires maintenance or calibration?

Do we measure and evaluate things such as KPIs, performance against targets?

Do we maintain records?

#### **CUSTOMER SATISFACTION**

Do we assess, monitor and review customer perception?

#### **EVALUATION OF COMPLIANCE**

Do we assess compliance with legal and other requirements, and do we maintain records?

#### **CUSTOMER SATISFACTION**

Do we assess, monitor and review customer perception?

#### **INTERNAL AUDIT**

Do we plan and conduct internal audits to ensure the safety system conforms to requirements and is implemented effectively? Do we maintain records?

#### **MANAGEMENT REVIEW**

Does our top management review our safety system at planned intervals? Do we maintain records?

# **IMPROVEMENT**

#### **INCIDENTS AND CORRECTIVE ACTION**

Do we have processes for reporting, investigating and taking action to manage incidents and corrective action? Do we maintain records?

#### **CONTINUAL IMPROVEMENT**

Do we continually improve the quality system?





# **SO WHAT NOW?**



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