



# PECB CERTIFIED ISO 45001 LEAD AUDITOR

MASTERING THE AUDIT OF AN OCCUPATIONAL HEALTH AND SAFETY MANAGEMENT SYSTEM  
(OHSMS) BASED ON ISO 45001

## SUMMARY

This five-day intensive course enables participants to develop the necessary expertise to audit an Occupational Health and Safety Management System (OHSMS) and to manage a team of auditors by applying widely recognized audit principles, procedures and techniques. During this training, the participant will acquire the necessary knowledge and skills to proficiently plan and perform internal and external audits in compliance with ISO 19011, the certification process according to ISO 17021. Based on practical exercises, the participant will develop the skills (mastering audit techniques) and competencies (managing audit teams and audit programs, communicating with customers, conflict resolution, etc.) necessary to efficiently conduct an audit.



## WHO SHOULD ATTEND?

- ▶ Internal auditors
- ▶ Auditors wanting to perform and lead an OHSMS certification audits
- ▶ Project managers or consultants wanting to master the OHSMS audit process
- ▶ Persons responsible for the Occupational Health and Safety or conformity in an organization
- ▶ Members of an Occupational Health and Safety team
- ▶ Expert advisors in Health & Safety
- ▶ Experts wanting to prepare for an Occupational Health and Safety audit function

## COURSE AGENDA

DURATION: 5 DAYS

### Introduction to Occupational Health and Safety Management System (OHSMS) concepts as required by ISO 45001

- ▶ Normative, regulatory and legal framework related to Occupational Health and Safety
- ▶ Fundamental principles of Occupational Health and Safety
- ▶ ISO 45001 certification process
- ▶ Occupational Health and Safety Management System (OHSMS)
- ▶ Detailed presentation of the ISO 45001 clause-by-clause

### Planning and Initiating an ISO 45001 audit

- ▶ Fundamental audit concepts and principles
- ▶ Audit approach based on evidence and on hazard
- ▶ Preparation of an ISO 45001 certification audit
- ▶ OHSMS documentation audit
- ▶ Conducting an opening meeting

### Conducting an ISO 45001 audit

- ▶ Communication during the audit
- ▶ Audit procedures: observation, document review, interview, sampling techniques, technical verification, corroboration and evaluation
- ▶ Audit test plans
- ▶ Formulation of audit findings
- ▶ Documenting of nonconformities

### Concluding and ensuring the follow-up of an ISO 45001 audit

- ▶ Audit documentation
- ▶ Quality review
- ▶ Conducting a closing meeting and conclusion of an ISO 45001 audit
- ▶ Evaluation of corrective action plans
- ▶ ISO 45001 Surveillance audit
- ▶ ISO 45001 internal audit management program

### Certification Exam



## LEARNING OBJECTIVES

- ▶ To acquire the expertise to perform an ISO 45001 internal audit following ISO 19011 guidelines
- ▶ To acquire the expertise to perform an ISO 45001 certification audit following ISO 19011 guidelines and the specifications of the ISO 17021
- ▶ To acquire the necessary expertise to manage an OHSMS audit team
- ▶ To understand the operation of an ISO 45001 conformant Occupational Health and Safety Management System
- ▶ To understand the relationship between the Occupational Health and Safety Management System, including hazard assessment & management, controls and compliance with the requirements of different stakeholders of the organization
- ▶ To improve the ability to analyze the internal and external environment of an organization, hazard assessment and audit decision-making in the context of an OHSMS

## EXAMINATION

The “PECB Certified ISO 45001 Lead Auditor” exam fully meets the requirements of the PECB Examination Certification Programme (ECP). The exam covers the following competence domains:

**Domain 1: Fundamental principles and concepts of occupational health and safety**

**Domain 2: Occupational Health and Safety Management System (OHSMS)**

**Domain 3: Fundamental audit concepts and principles**

**Domain 4: Preparation of an ISO 45001 audit**

**Domain 5: Conduct of an ISO 45001 audit**

**Domain 6: Closing an ISO 45001 audit**

**Domain 7: Managing an ISO 45001 audit program**

- ▶ The “PECB Certified ISO 45001 Lead Auditor” exam is available in different languages
- ▶ Duration: 3 hours
- ▶ For more information about the exam, please visit: [www.pecb.com](http://www.pecb.com)



## CERTIFICATION

- ▶ After successfully completing the exam, participants can apply for the credentials of Certified ISO 45001 Provisional Auditor, Certified ISO 45001 Auditor or Certified ISO 45001 Lead Auditor depending on their level of experience. These credentials are available for internal and external auditors
- ▶ A certificate will be issued to participants who successfully pass the exam and comply with all the other requirements related to the selected credential

Credential	Exam	Professional Experience	MS audit/ assessment experience	Other Requirements
<b>PECB Certified ISO 45001 Provisional Auditor</b>	ISO 45001 Lead Auditor Exam or equivalent	None	None	Signing the PECB code of ethics
<b>PECB Certified ISO 45001 Auditor</b>	ISO 45001 Lead Auditor Exam or equivalent	<b>Two years</b> One year of Occupational Health and Safety work experience	Audit activities totaling 200 hours	Signing the PECB code of ethics
<b>PECB Certified ISO 45001 Lead Auditor</b>	ISO 45001 Lead Auditor Exam or equivalent	<b>Five years</b> Two years of Occupational Health and Safety work experience	Audit activities totaling 300 hours	Signing the PECB code of ethics

## GENERAL INFORMATION

- ▶ Certification fees are included in the exam price
- ▶ A student manual containing over 450 pages of information and practical examples will be distributed to participants
- ▶ A participation certificate 31 CPD (Continuing Professional Development) credits will be issued to participants