

- ✓ *Need to learn how to audit ISO standards?*
- ✓ *Time to refresh your skills?*
- ✓ *Want to register as an OHS Auditor?*

Occupational Health & Safety Lead Auditor Training–AOH1

**UPDATED TO NEW
ISO 45001 STANDARD**

Course Description

This 4–day comprehensive course will provide you with the knowledge and skills to:

- **Understand** the ISO 45001:2018 standard to design an Occupational Health & Safety Management System (OHSMS)
- **Apply best practice** audit tools to verify that an Occupational Health & Safety Management System is operating effectively and efficiently using standard ISO 19011
- **Appreciate** advanced auditing techniques such as process auditing and integrated auditing
- **Perform an audit** of an Occupational Health & Safety Management System to standards acceptable to third party certification

Who Should Attend?

- 1st, 2nd and 3rd party auditors
- Safety professionals wishing to audit OH&S
- Quality systems auditors wishing to develop their skills into OH&S auditing
- Health & Safety trained staff

Special Features Of The Course

This course features a detailed realistic case study including a simulated site visit, documentation reviews and auditing sessions. The case study is designed to provide participants with the opportunity to develop skills in performing audits of an Occupational Health & Safety Management system against the requirements of ISO 45001.

Included In The Course

- Morning, afternoon tea and lunch, every day.
- Course Manual: **Including ISO 45001:2015 Standard.**

DAY 1

Occupational Health & Safety Management Systems

OH&S management systems
OH&S costs
Continuous improvement principles

Review of ISO 45001:2018

ISO 45001:2018 introduction
Benefits of an OHSMS
Detailed review of ISO 45001:2018
The real meaning of objective evidence
Typical objective evidence for each requirement of ISO 45001
ISO 14001 and ISO 9001 – a comparison
Accreditation & certification
Emerging developments

Auditor code of practice
Auditor programme management
Audit terminology

DAY 2

Common OHS Hazards

Dangerous goods
Hazardous chemicals
Asbestos
Machinery & plant
Noise & potential energy hazards
Work environment
Radiation
Electrical energy
Confined spaces
Incident reporting and emergency preparedness

ISO 45001 Auditing Considerations

Hazard/risk assessment
Techniques to identify OH&S hazards during an audit
Typical OH&S hazard control measures
Performance monitoring
OH&S performance indicators
Emergency response
Incident investigation

HOW TO REGISTER

Price: \$2200pp
(inc GST)

Phone: 0412 394 172

? Questions

info@s3g.com.au

Course Calender

www.s3g.com.au

S3G offer public courses in
Brisbane and Melbourne.



“ I would thoroughly recommend this course to OHS practitioners all levels, not only for auditing but for offering a different perspective to understanding OHS and it’s myriad of legal requirements.” **David Hall. Principal Consultant, Workforce Services. Princess Alexandra Hospital.**

WHS Legislation

Background to WHS legislation
The structure of modern statute WHS law
Common law
Current approaches
Summary of harmonised legislation
Pertinent acts and regulations explained
Codes of practice

DAY 3**Audit Steps**

14 steps to auditing an OHSMS;
Step 1: Determining audit objectives, scope and criteria
Step 2: Selecting an audit team
Step 3: Contacting auditee
Step 4: Collecting pre-audit documentation
Step 5: Performing a pre-audit visit
Step 6: Developing timetable and notify auditee;
Vertical and horizontal audit trails
Step 7: Preparing checklists.
Key features of process checklists
Step 8: Conducting an opening meeting
Step 9: Performing the audit;
Good questioning techniques
Effective listening skills
Developing audit trails
Sampling techniques

DAY 4**Case Study Audits**

Avoiding common pitfalls during first, second and third party audits
Auditing an OHS in an integrated management system
Modern approaches to auditing management systems
Process auditing explained
Remote auditing techniques
Human factors in the audit process
Tips and hints for OHS auditors
The importance of transparency and ways to achieve it
OHS certification audits – lessons learned

Audit Steps

Step 10: Evaluating results & decisions
Step 11: Raising corrective action requests
Step 12: Presenting the audit findings

Post-Audit Steps

Step 13: Developing the audit report
Step 14: Audit follow-up.
Assignment completion.

Course Approvals

S3G is an Exemplar Global approved training provider. Successful completion of all assignments will lead to attainment of the following knowledge competency units:

Exemplar Global-AU: Management systems auditing
Exemplar Global-OH 45001: OHS management systems
Exemplar Global-TL: Leading management system audit teams

There are however further requirements to register as an OHS auditor/lead auditor with Exemplar Global.

Group Discount

(all public courses, 1 booking) : 3+ people 5% off total (within the same organisation)
5+ people 10% off total (within the same organisation)

Enquire about our *On-Site Courses***Quality:**

- Developing A Practical Quality Management System (MQ01)

Environment, Health & Safety:

- Developing A Practical Environmental Management System (ME01)
- Environmental Awareness Training (ME02)
- Environment, Health & Safety Internal Auditor (EHS-02)

OR:

We can address your **specific, key business and training requirements**. Please contact us for a **tailor-made, on-site course** proposal.

Our trainers are not ‘career’ trainers.

Instead, our trainers are experts in the industry—called upon by internationally recognised clients, often at crisis time.

This means students of our courses benefit from real-life, in-field experience and knowledge, with much of the case studies used in training coming directly from the field.

The bottom-line advantage to clients means students acquire practical knowledge at the front of their industry trends.

We have trained over 12,000 students and represent over 200 blue-chip clients internationally.



“ Great course, well organised, presented well and gave me a lot of insight for my organisations next round of certifications. ” Brisbane, QLD