



## ISO 45001:2018 OCCUPATIONAL HEALTH AND SAFETY MANAGEMENT SYSTEMS LEAD AUDITOR TRAINING COURSE

### COURSE DESCRIPTION

This course is certificated by the Chartered Quality Institute (CQI) and International Register of Certificated Auditors (IRCA). CQI / IRCA Course Certification Number 1910-PT 357.

The objective of this course is to provide learners with the knowledge and skills required to perform first, second and third-party audits of Occupational Health & Safety Management Systems (OHS) against ISO 45001:2018, in accordance with ISO 19011 and ISO 17021-1, as applicable.

### COURSE CRITERIA

#### UPON COMPLETION OF THIS COURSE, LEARNERS WILL BE ABLE TO:

- Explain the purpose of an OHS management system and the business and societal benefits of improving OHS performance;
- Explain the role of an auditor to plan, conduct, report and follow up an OHS management system audit in accordance with ISO 19011 and ISO 17021-1 where appropriate;
- Plan, conduct, report and follow up an audit of an OHS management

system to establish conformity (or otherwise) with ISO 45001:2018 and in accordance with ISO 19011 (and ISO/IEC 17021-1 where appropriate).

Learners will need to demonstrate acceptable performance in all areas to complete the course successfully.

### PRIOR KNOWLEDGE

Before starting this course, learners are expected to have the following prior knowledge:

- Knowledge of the following OHS management principles and concepts:
  - The concept of OHS sustainable development whereby an organisation must ensure that actions of today do not degrade the environment of the future
  - The purpose of an initial review as the basis for establishing an OHS management system where none currently exists
  - Evaluation of activities, products and services to establish the risks and hazards associated with normal operating conditions and abnormal conditions such as start-up and shutdown and emergency situations and accidents

## SGS ACADEMY

-  [www.sgs.com/en/training-services](http://www.sgs.com/en/training-services)
-  [www.facebook.com/sgsglobalacademy](https://www.facebook.com/sgsglobalacademy)
-  [www.linkedin.com/showcase/sgsacademy](https://www.linkedin.com/showcase/sgsacademy)
-  [training@sgs.com](mailto:training@sgs.com)

**COURSE DURATION:** 40 hours  
**DELIVERY METHODOLOGY:** VILT  
**COURSE LANGUAGE:** English  
**ACCREDITATION:** CQI/IRCA

#### COURSE CERTIFICATION

Learners will be required to complete the face to face examination within 180 days upon VILT course start date. Those who pass both the face to face examination and continuous assessment will be issued with a "Certificate of Achievement" that satisfies the formal training for an individual seeking certification as a CQI / IRCA auditor / lead auditor. The "Certificate of Achievement" is valid for a period of five years from the date of the last day of the Course for the purpose of certifying as an auditor with the CQI / IRCA.

Certified by:



- Considerations of risks and hazards in respect of:
  - workplace locations;
  - workplace activities;
  - work-related activities carried out away from the normal place of work or base;
  - employees, visitors and other interested parties in areas where the organisation has control and influence over health and safety;
  - vulnerable individuals within the workplace or control of the organisation
- Occupational Health and Safety legislation and how legal compliance forms part of an OH&S management system
- A good appreciation of typical methods for evaluation of risks and hazards and their mitigation and the identification of improvements (e.g., risk assessments and method statements)

#### **ISO 45001:2018**

Knowledge of the requirements of ISO 45001:2018, which may be gained by completing an OHS Foundation Training course or equivalent.

## **COURSE CONTENT**

### **VILT SESSION 1**

- Introduction to Occupational health and safety management systems
- Process-based OH&S
- Activities

### **VILT SESSION 2**

- Process-based OH&S - continued
- Activities

### **VILT SESSION 3**

- Registration, certification and auditor competence
- Audits: definition, principles and types
- Activities

### **VILT SESSION 4**

- The audit process
- Preparing for the on-site audit (audit stage 1)
- Activities

### **VILT SESSION 5**

- Developing a checklist
- Activities

### **VILT SESSION 6**

- Role play activities

### **VILT SESSION 7**

- Conducting the on-site audit (audit stage 2)
- Audit review
- Activities

### **VILT SESSION 8**

- Activities
- Audit role play

### **VILT SESSION 9**

- Audit reporting and follow up
- Audit role play

### **VILT SESSION 10**

- Specimen examination
- Activities

### **VILT SESSION 11**

- Activities
- Q&A

### **1 DAY FACE TO FACE ( CLASSROOM BASED WITHIN 180 DAYS OF COURSE START DATE)**

- Morning content refresher
- Afternoon final examination