



Overview of OHSAS 18001 Occupational Health & Safety management systems – One day training course –



BACKGROUND

Introduce excellent health and safety management to your business by taking this course. Get to grips with the principles of achieving the highest standard of working environments and understand legislation around occupational health and safety (OHS). Working with us you will learn how to achieve operational excellence in OHS and better meet stakeholder expectations through OHSAS 18001. We outline what is needed to put a robust OHS management framework in place with a view to gaining certification as delegates undertake a step-by-step guide to the requirements of OHSAS 18001 and how it should be implemented. The course covers the latest 2007 revision of the standard and relevant guidance documents for implementation including OHSAS 18002:2008. Sample documentation required for OHSAS 18001 implementation provide a template for trainees tasked with setting up an 18001-based OHS management system after the course.

COURSE OBJECTIVES

On completing this course the participant will:

- ▶ Understand the background & underlying structure of OHSAS 18001,
- ▶ Be able to identify hazards, assess risks and identify appropriate controls,
- ▶ Obtain an understanding of health & safety legislation,
- ▶ Develop OHS objectives, targets and implementation programme(s),
- ▶ Draft relevant OHSMS documentation,
- ▶ Identify relevant performance monitoring approaches,
- ▶ Understand internal auditing, corrective and preventive actions.

PRE-REQUISITES

Some health & safety knowledge would be beneficial but is not critical.

COURSE PROGRAMME (WHAT WILL YOU LEARN?)

- ▶ Background and introduction to OHS management,
 - ▶ The PDCA cycle, requirements of OHSAS 18001,
 - ▶ Initial Status Review (ISR),
 - ▶ OHSMS scope and policy,
 - ▶ Hazard identification, risk assessment & control measures,
 - ▶ Principles of OHS legislation and current legislation,
 - ▶ Development of OHS objectives, targets and management programme,
 - ▶ OHS roles, responsibilities, training and communication,
 - ▶ OHSMS documentation and document control,
 - ▶ Control of operational activities,
 - ▶ Planning for emergency response,
 - ▶ Performance monitoring, measurement and compliance evaluation,
 - ▶ Internal audits and management reviews,
 - ▶ Role of third party auditors/certification bodies and preparation for certification,
 - ▶ Key do's and don'ts.
- Case studies, discussions and interactive, problem-based individual and group training exercises are used throughout the course to reinforce delegates' learning.

COURSE E-BOOK, REFERENCE MATERIAL & MANUAL

A comprehensive e-book provides supplementary reading while relevant reference materials provide additional information for improving your legal knowledge. The course manual contains copies of the course presentation slides along with detailed footnotes and case studies. E-mail and phone support is also provided.

WHO SHOULD ATTEND?

This course will be of interest to anyone involved in the design, development and implementation of an OHSMS including health & safety, environmental and quality managers and advisors, line management and supervisors, safety reps and integrated risk managers. This introduction will also be of interest to health & safety auditors or anyone looking to improve their knowledge of good safety management practice and understand OHSAS 18001.