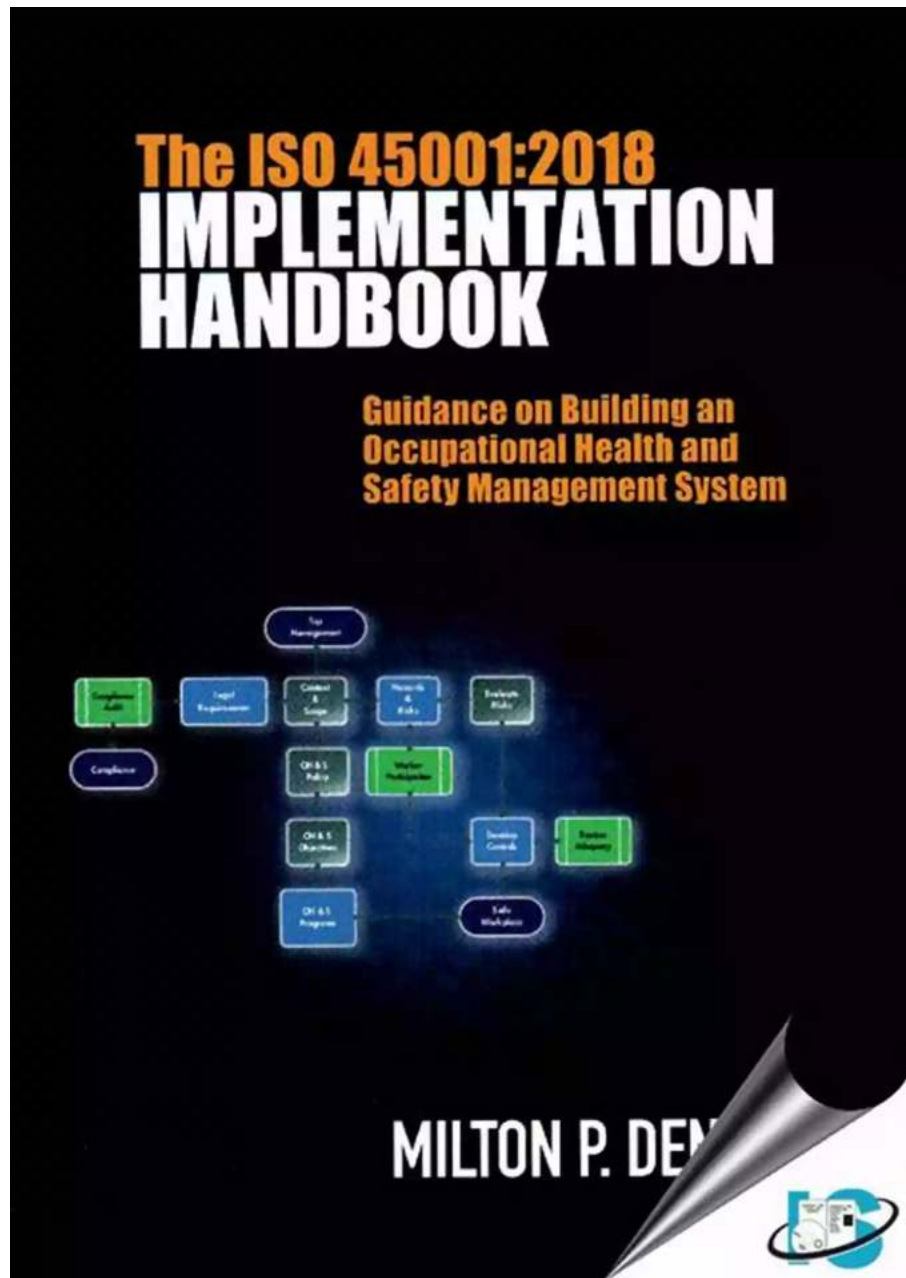


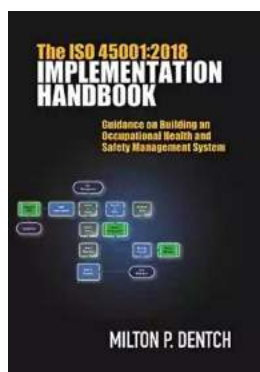
# 7 Essential Steps to Build an Effective Occupational Health and Safety Management System



Ensuring the safety and well-being of employees is a top priority for every organization. With the rise in workplace accidents and health hazards, it has

become crucial for businesses to establish a robust Occupational Health and Safety Management System (OHSMS).

An OHSMS is a systematic approach to managing health and safety risks in the workplace. It involves identifying hazards, assessing risks, implementing control measures, and continuously improving safety performance. Having an effective OHSMS not only protects employees but also helps organizations comply with legal requirements, avoid costly penalties, and enhance their reputation.



## The ISO 45001:2018 Implementation Handbook: Guidance on Building an Occupational Health and Safety Management System

by Milton P. Dentch(Kindle Edition)

★★★★☆ 4.5 out of 5

Language : English

File size : 13913 KB

Text-to-Speech : Enabled

Screen Reader : Supported

Enhanced typesetting : Enabled

Word Wise : Enabled

Print length : 185 pages



In this article, we will provide seven essential steps to guide organizations in building an effective OHSMS:

### 1. Commitment from Top Management

Building a successful OHSMS starts with strong leadership commitment. Top management must allocate resources, establish policies, and communicate the importance of occupational health and safety throughout the organization. This

commitment sets the tone for the entire system and ensures that everyone within the organization understands its significance.

## **2. Hazard Identification and Risk Assessment**

The second step is to identify potential hazards in the workplace and assess their risks. Conduct regular inspections, engage employees in the process, and use the expertise of health and safety professionals to identify and prioritize hazards. Assess the risks associated with each hazard, considering the likelihood of occurrence and the potential severity of the consequences.

## **3. Establishing Control Measures**

Once hazards are identified and risks are assessed, the next step is to establish control measures to eliminate or reduce the risks. Implement engineering controls, administrative controls, and personal protective equipment (PPE) to manage hazards effectively. Ensure that the control measures are practical, measurable, and documented for easy tracking and monitoring.

## **4. Training and Awareness**

Training employees on occupational health and safety is vital to the success of an OHSMS. Provide comprehensive training to employees at all levels, including managers, supervisors, and workers. Training should cover hazard identification, risk assessment, emergency response, safe work practices, use of PPE, and other relevant topics. Regularly review and update training materials to incorporate new learnings and best practices.

## **5. Incident Reporting and Investigation**

An effective incident reporting and investigation process is critical to improving safety performance. Encourage employees to report all incidents, near misses, and hazards. Investigate incidents promptly to identify root causes and implement

corrective actions. Use the data collected through incident reporting to track trends, identify recurring issues, and continuously improve the OHSMS.

## **6. Auditing and Compliance**

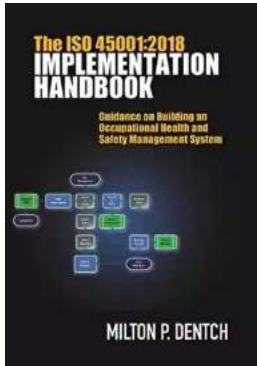
Regular audits are necessary to assess the effectiveness of the OHSMS and ensure compliance with legal requirements. Conduct internal audits to identify areas for improvement, measure performance against set objectives, and verify that control measures are being implemented effectively. External audits by competent third parties can provide an unbiased assessment of the OHSMS and enhance its credibility.

## **7. Continuous Improvement**

An OHSMS should never be considered a static system. It requires continuous improvement to adapt to changing circumstances, emerging risks, and new technologies. Encourage feedback from employees, review performance indicators regularly, and set improvement goals. Engage in benchmarking activities to learn from other organizations and stay up to date with best industry practices.

Building an effective Occupational Health and Safety Management System is a complex process, but it is essential for the well-being of employees and the success of an organization. By following the seven essential steps outlined in this article, organizations can establish a robust OHSMS that protects their employees, complies with legal requirements, and enhances their overall reputation. Remember, a safe workplace is a productive workplace.

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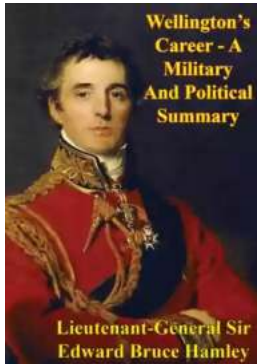


This handbook explains how an organization can use a management system to both control and improve its safety or occupational health and safety performance. It provides guidance in building the OH&S management system in support of the organization's operations, linking the management system to the requirements of ISO 45001:2018, to support third-party certification. Included in the text are best practices as well as common pitfalls or weaknesses I have observed in various organizations. For those organizations certified according to OHSAS 18001:2007, the book highlights the changes required to upgrade to the new international standard.

The ISO 45001:2018 Implementation Handbook is formatted to describe each clause of ISO 45001:2018 in four sections:

- Correspondence with the current OHSAS 18001 standard
- The ISO requirement
- Guidance on conformance to the requirements
- Questions for internal auditors

A CD included with this handbook contains internal auditor check sheets that can be used to assess conformance to ISO 45001:2018.



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