

Examination Profile Extract

EG Competency Unit: OH 45001 Occupational Health & Safety Management Systems

Training Providers use this Examination Profile to document how evidence will be collected for potential Exemplar Global 45001 Auditors for each of the competencies shown in the **Exemplar Global-OH 45001 competency unit**.

A **Training Provider** is someone who has received the Exemplar Global Training Provider and Examiner Certification Scheme (TPECS) certification for the development and delivery of the **Exemplar Global-OH 45001 examination**.

A **potential Exemplar Global OH 45001 Auditor** is someone who conducts Occupational, Health and Safety Management System audits, oftentimes as a member of an audit team.

To become a certified **Exemplar Global OH 45001 Auditor**, an individual must show evidence that they have adequate skills in the two (2) areas of Competencies shown in the tables below. These individuals show competency by meeting the performance criteria shown in the second column. Training Providers are responsible for ensuring that these individuals provide adequate evidence of the performance criteria, according to the Evidence Guide.

Performance Criteria	Evidence Guide
1. Understand the application of the requirements of ISO 45001 within an organization's OH&S management system	
1.1. Understand the intent and requirement of each clause of ISO 45001 within the context of the organization.	E1.1 The intent and requirements of ISO 45001 are identified and examined.
1.2. Evaluate the documented information required by ISO 45001 and the interrelationships between the OH&S processes - planning, policy, and objectives.	E1.2 The documented information required by ISO 45001 is assessed and described in relation to the organization's context, legal requirements, risks, mitigation measures, the results of consultation of workers and incident response.
1.3. Understand the evidence needed to demonstrate conformity to the requirements of ISO 45001.	E1.3 Audit evidence needed to demonstrate conformity to the clauses of ISO 45001 is identified.
1.4. Assess that OHS terminology and sector specific terminology is correctly used.	E1.4 Terminology used in the audit process is correct.
1.5. Analyze the effectiveness of the entire OH&S management system, including the process approach used to establish, implement, maintain, and improve the effectiveness of management system.	E1.5 The operational effectiveness of the auditee's ISO 45001 OHS management system is evaluated.

Performance Criteria	Evidence Guide
1.6. Understand the relationship between legal compliance and ISO 45001 conformity and determine that it is demonstrated in the context of an audit in the given business/industry sector.	E1.6 The difference between legal compliance and conformity with the ISO 45001 standard is identified.
1.7. Determine relevant external and internal issues related to the purpose of the organization and affect its ability to achieve intended outcomes.	E1.7 Relevant external and internal issues, with respect to the purpose of the organization within the OH&S management system are identified and explained.
1.8. Understand how top management demonstrates leadership and commitment to the OHSMS.	E1.8 Leadership and commitment for the OH&S management system by top management is observed and explained.
1.9. Determine that responsibilities and authorities for relevant roles are assigned and communicated.	E1.9 Communication and understanding of responsibilities and authorities are defined and described.
1.10. Understand how the processes for consultation and participation of workers are utilized to establish, maintain, and improve the performance of the OH&S management system.	E1.10 Utilization of worker consultation and participation is demonstrated.
1.11. Understand how competence is determined, achieved, assessed as effective, with evidence of competence maintained.	E1.11 Assessment of effective competence is defined and described.
1.12. Understand how awareness for workers takes place.	E1.12 Personnel awareness of the policy, relevant objectives, contribution/improvement towards the effectiveness of the OH&S management system, implications of not conforming to requirements and incidents / risks of the OH&S management system are identified and described.
1.13. Understand how internal and external communication is determined, including what, when, with whom, and how communication occurs.	E1.13 Communication with internal and external parties is identified and described.
1.14. Determine that the OH&S management system includes the required and necessary documented information to support its effectiveness, and such documented information is adequately controlled and protected.	E1.14 The process to protect required and necessary documented information to support the effectiveness of the OH&S management system is evaluated and explained.

Performance Criteria	Evidence Guide
2. Understand the relationship of the OH&S management system and its processes to the PDCA framework	
2.1. Determine that the process(es) for hazard identification is on-going and proactive.	E2.1 The processes for hazard identification including all relevant considerations are defined and described.
2.2. Understand how OH&S risks and opportunities are determined in relation to legal and other requirements, existing controls, and the context of the organization.	E2.2 Organizational processes to assess risk and identify opportunities including those related to legal and other requirements are described and assessed.
2.3. Understand the scope of the OH&S and its applicability based on the organizational context.	E2.3 The documented information and applicability of the organization's scope is described and assessed.
2.4. Determine the objectives of the OH&S management system and the plans to achieve them.	E2.4 Ensure OHSMS objectives are set at relevant functions and levels and the organization has plans to achieve them.
2.5. Understand how the organization eliminates hazards and reduces OH&S risks.	E2.5 Processes for the elimination of hazard and reduction of OHS risks using a hierarchy of control is identified and assessed.
2.6. Understand how the organization manages temporary and permanent changes that affect OH&S management system performance.	E2.6 Processes maintained for the control of changes are identified and assessed.
2.7. Evaluate which processes the organization has in place to manage outsourced processes, procurement, and contractors.	E2.7 Assessment of the processes controlling outsources, procurement and contractors is performed.
2.8. Understand how the organization prepares for potential emergency situations	E2.8 The processes for emergency preparedness and response have been identified and assessed.
2.9. Determine how the organization monitors and measures OH&S performance and how it evaluates compliance with legal and other requirements.	E2.9 The organization's processes for monitoring, measurement, analysis and evaluation for performance and compliance are evaluated.
2.10. Determine that the organization has identified opportunities for improvement and takes actions to address incidents and nonconformities.	E2.10 Evidence of incidents, nonconformities, corrective actions, and continual improvements are identified and assessed to ensure their effectiveness in preventing recurrence and to ensure the continuing suitability, adequacy, and effectiveness of the management system.