



## ISO 45001:2018 OCCUPATIONAL HEALTH AND SAFETY MANAGEMENT SYSTEMS INTERNAL 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 1890-PT 249.

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

In addition to this course, learners must also complete a CQI/IRCA Certified ISO 45001:2018 Foundation OHSMS course to meet the full training requirements for initial certification as an IRCA OHSMS Internal Auditor.

### 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).

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

**COURSE DURATION:** 16 hours  
**DELIVERY METHODOLOGY:** VILT  
**COURSE LANGUAGE:** English  
**ACCREDITATION:** CQI/IRCA

#### COURSE CERTIFICATION

Learners who pass both the examination and continuous assessment will be issued with a "Certificate of Achievement" that satisfies the formal training for an individual seeking certification as an CQI / IRCA internal 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. Learners who do not pass the continuous assessment and have been in attendance for the full duration of the course will be issued with a "Certificate of Attendance".

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 management systems
- Audit evidence and audit trails
- Activities

### **VILT SESSION 2**

- Audits: definition, principles and types
- The audit process
- Preparing for the audit
- Developing a checklist
- Activities

### **VILT SESSION 3**

- Conducting the on-site audit (audit stage 2)
- Activities - role play

### **VILT SESSION 4**

- Audit review
- Registration, certification and auditor competence
- Activities
- Test