

# Health & Safety Management System

OHSAS 18001:2007 to ISO 45001:2018 Gap Analysis &  
Transition Guide

## Introduction

Although the introduction of ISO 45001:2018 brings a new standard into effect, most of its basic principles are already formulated in OHSAS 18001:2007. The new standard encompasses common occupational safety requirements for management, employees and service providers, including the specific requirements relating to the respective work environment and changes to these requirements.

The focal points of the **new requirements** to interpret and implement are:

1. 4.1 Context of the organization;
2. 4.2 Interested parties;
3. 6.1.2.1 Hazard identification;
4. 6.1.2.2 Assessment of OH&S risks and other risks to the OH&S management system;
5. 6.1.2.3 Assessment of OH&S opportunities and other opportunities for the OH&S management system;
6. 8.1.2 Eliminating hazards and reducing OH&S risks;
7. 8.1.3 Management of change;
8. 8.1.4.1 Procurement – General;
9. 8.1.4.2 Contractors;
10. 8.1.4.3 Outsourcing.

The degree of change necessary will be dependent upon the maturity and effectiveness of your current management system, organizational structure and operational practices. Therefore, a gap analysis of the new requirements is strongly recommended in order to identify realistic resource and time implications.

Organizations using OHSAS 18001:2007 are recommended to take the following actions:

1. Obtain a copy of ISO 45001:2018 - <https://www.iso.org/standard/63787.html>;
2. Train internal auditors and other key personnel on new standard;
3. Using this document, undertake a gap analysis of the new requirements against the current management system;
4. Develop an implementation plan to fill the gaps that you identified;
5. Align your documentation and processes with ISO 45001 requirements;
6. Update your OH&S policy, objectives, targets and KPIs;
7. Carry out minimal updates to the manual and procedures to include new terminology and key phrases;

### Gap Analysis Checklist

#### 4.0 Context of the Organization

ISO 45001:2018 Clause	18001:2007 Clause	Evidence/Action Required		
		Suggestions & Advice	Action Owner	Due Date
4.1 Understanding the organization and its context	<b>New</b>	<p><b>New requirement.</b> There are many internal and external issues that affect, or have the potential to affect, the OH&amp;S management system. It is imperative these are identified so that there is clear understanding and appreciation of the operating environment.</p> <p>Ensure that OH&amp;S-related internal and external factors and conditions have been identified that could affect, or be affected by, your organisation's activities. Ensure that any significant risks and opportunities been identified. What drives the OH&amp;S culture of your organization?</p> <p>Using the <b>SWOT</b> and <b>PESTLE</b> analysis templates, undertake an analysis of internal and external issues. This provides clear evidence that a comprehensive process has been carried out to understand the context within which your organization operates. This activity will also help to determine the scope of OH&amp;S management system as required under Clause 4.3 and 9.3b.</p> <p>Examples of <u>external</u> issues suitable for PESTLE analysis include:</p> <ol style="list-style-type: none"> <li>1. Pressure groups and worker unions;</li> <li>2. Insurers and stakeholder views;</li> <li>3. Economic conditions;</li> <li>4. Social expectations and political priorities;</li> <li>5. Legislation and enforcement;</li> <li>6. National/international agencies.</li> </ol> <p>Examples of <u>internal</u> issues suitable for SWOT analysis include:</p> <ol style="list-style-type: none"> <li>1. Structure, accountabilities, competence, commitment and control;</li> <li>2. New products, contractual issues, cooperation and communication.</li> </ol>		