



OHSAS 18001:2007 INTERNAL AUDIT

This course is designed for anyone who wishes to learn and know more about the OHSAS 18001:2007 management system.

Courses Contents

I) Chapter 1

A quick guide to Risk Assessment- MOM requirements

Introduction

- What is Risk Assessment?
- Why should we do Risk Assessment?
- How is Risk Assessment done?

Generic steps of Risk Assessment

Risk Assessment as a component of Risk Management

II) Chapter 2

OHSAS 18001: 2007 Standard

What is OHSAS 18001:2007 Management System?

What is the background of OHSAS 18001/ OHSAS 18002

What are OHSAS 18001:2007 management system implementation requirements for improving health and safety performance?

III) Chapter 3

OHSAS 18001: 2007 standard elements and assessments

Occupational health and safety management systems – Specification on documentation requirements

.1) OH&S management system requirements

.2) OH&S policy



- . 3) **Planning**
- .4) **Implementation and operation**
- .5) **Checking**
- .6) **Management Review**

IV) Chapter 4

1) Transition to OHSAS 18001:2007 with key changes

2) QMS Documentation requirements

Documentation structure; OHSAS Manual; System procedures; Forms; Work instructions; Document, data & records; Implementation & maintaining the OHSAS.

V) Chapter 5–Audit Journey

1) Audit

- Types of an audit, what is an audit? Why audit?
- Audit program, Objectives, Reasons for auditing.
- Auditing behavior, Language, Independency, Competence & Experience

2) Four Phases of an Audit Program

- .1 Preparation & Planning
- .2 Performing an Audit
- .3 Reporting the Audit results
- .4 Debriefing Auditee

VI) Reference materials

- OHSAS 18001:2007 Occupational health and safety management systems- Requirements
- Trade-based Risk Assessment Form
- Activity-based Risk Assessment Form



Who Should Attend

- . Personnel responsible for developing, implementing and maintaining Quality, Environment And OH&S management systems.
- . Personnel wishing to be trained on internal auditing.
- . Existing Auditors (to add-on to the Qualification for different standards)

Award of Certificate

Certificate of successful completion will be issued to participants who have attended at least 75% of the course.

Course Dates (2 Days) - from 9am – 5pm

Refer to our website.

Course Fees

S\$ 440 (For SQI Member)

S\$ 490 (For Non- Member)

GST is not applicable . Price is inclusive of two tea-breaks

SDF funding available for SME Only – Application via www.sdf.gov.sg

Course fees are subjected to change without prior notice.

Training Venue

Training will be conducted at SQI, 66 Tannery Lane # 06-07 Sindo Building ,
Singapore 347805

For more information, please contact :

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