UNBS TRANSITION IMPLEMENTATION GUIDE FOR US ISO 45001:2018 FOLLOWING THE COVID-19 PANDEMIC
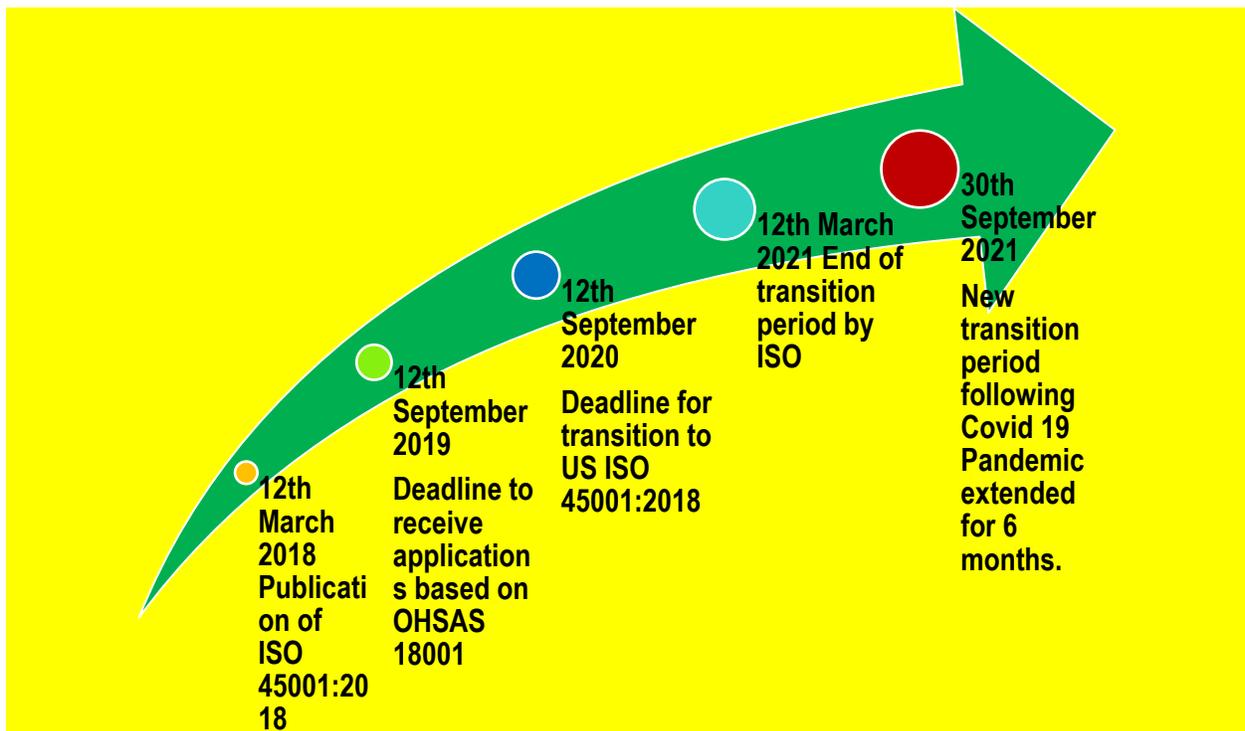
12th March 2018 Publication of ISO 45001:2018

12th September 2019 Deadline to receive applications based on OHSAS 18001

12th September 2020 Deadline for transition to US ISO 45001:2018

12th March 2021 End of transition period by ISO

30th September 2021 New transition period following Covid 19 Pandemic extended for 6 months.

1. Scope and Background

This document provides guidance for the transition from OHSAS 18001:2007 to US ISO 45001:2018 and was prepared following the UNBS transition guide to new & revised requirements (CERT/OP/14) and IAF MD 21:2018 Requirements for the Migration to ISO 45001:2018 from OHSAS 18001:2007. The transition guide will be communicated to our clients through our website, public stakeholder engagements and by email.

ISO 45001:2018 was developed with significant changes from OHSAS 18001 and published on the 12th March 2018. The aim of its development was to harmonize all the available standards for Occupational Health and Safety into an international standard that can easily be implemented and integrated with other international standards such ISO 9001 Quality management and ISO 14001 on Environmental management.

The standard is based on Annex SL of the ISO Directives, a high-level structure (HLS) which standardizes sub-clause titles, core text, common terms and core definitions to enhance compatibility and alignment with other ISO management system standards such as ISO 9001 and ISO 14001.

1.1 The main changes in ISO 45001 compared to OHSAS 18001 are:

a) Clause 4.1 external and internal issues introduce new clauses for systematic determination and monitoring of business context.
b) Clause 4.2 introduces enhanced focus on needs and expectations for workers and other interested parties.
c) Clause 5.1 shows a stronger emphasis on top management to actively engage and take accountability for the effectiveness of the management system.
d) Clause 5.4 shows extended requirements related to participation, consultation and participation of workers.
e) Clause 6.1 introduces risk and opportunity management which requires companies to determine, consider and where necessary take action to address any risks or opportunities that may impact (either positively or negatively) the ability of the management system to deliver its intended results including enhanced health and safety at the workplace.
f) Clause 6.2 shows strengthened focus on objectives as drivers for improvements and performance evaluation.
g) Clause 7.4 on communication is more prescriptive in respect of the mechanics of communication including determination of what, when, and how to communicate.
h) Clause 8.1.4 shows procurement, including outsourced processes and contractors.

2.0 The Implementation Plan for the revised standard is as given below:

2.1 Date of Implementation

a) ISO 45001:2018 will be implemented with effect from 12th March 2018.
b) As the transition period permitted by ISO is three years, the existing standard OHSAS 18001 will concurrently remain valid till **12th September 2021** from 12th March 2021 **following the updated FAQ communication from the IAF which has stated that "due to the current COVID-19**

situation and in line with the fact that other transitions and migrations have been extended by up to six months.

2.2 Validity of certifications to OHSAS 18001

OHSAS 18001 certification will not be valid after three years from publication of **ISO 45001:2018.** The expiry date of certificates to **OHSAS 18001** issued during the transition period shall correspond to the end of the three-year transition period, which is now 12th September 2021.

2.3 Processing of Applications

a) UNBS started registering new applications for certification as per **ISO 45001:2018.**

b) Organizations who have already initiated the process of implementation of OHSAS 18001 are permitted to apply for the 2007 version up to **12th September 2019.** After this date, new applications shall be registered only for **ISO 45001:2018.**

c) Exiting applications for OHSAS 18001 may be processed for certification as per that standard. However, in case organizations opt for certification against ISO 45001:2018, the same would be permitted in case Initial recognition audit (the Stage 2 Audit) has not been carried out for such applications.

d) After **September 2020**, new licenses shall be granted only against ISO 45001:2018.

e) All applicants for OHSAS 18001 (existing or those to be registered) to note that after September 2020, certificates would not be granted against OHSAS 18001 even if the application was registered for that version. This means that certificates granted in September 2020 will expire in **September 2021**.

3 **Existing Certificates and Transition Assessments**

a) Transition of existing Certificates to ISO 45001:2018 shall be permitted only after successful completion of surveillance, recertification and or special audits against ISO 45001:2018. Where transition audits are carried out in conjunction with scheduled surveillance or recertification (i.e. progressive or staged approach), additional time is likely to be required to ensure that all activities are covered for the existing and new standards.

b) UNBS shall ensure that the evaluation of a client's conformance to the new requirements during the transition phase does not interfere with the client's on-going conformance to OHSAS 18001. Assessments against ISO 45001:2018 can be conducted after **12th March 2018** to assess the Organizations' management system preparedness for the changes. All assessments done before the end of **September 2020** deadline will assess the management system's preparedness for the changes. At this stage any findings of non-conformance with ISO 45001:2018 will be reported as an observation where submission of corrective actions to UNBS may not be required.

c) Findings of non-conformance with ISO 45001:2018 raised during transition audits (*conducted either as single transition audits, combined surveillance & transition audits, combined recertification & transition audits)* shall be raised as non-conformances and graded accordingly.

d) Existing certificates or new certificates to be issued against OHSAS 18001 during the transition period shall be valid only up to **12th September 2021** and the certification decision shall be taken before the **end of March 2021**.

4 Transition Action Plans

All certified organizations are advised to develop and implement transition action plans against which UNBS may track progress of transition for the individual certified organizations**.** The action plan must demonstrate how the organization has analyzed the new standard and its implications to their management system and operations. The action plan shall also indicate how the organization will effectively implement all the changes, system and technical, needed to comply before the transition expiry date.

4.1. As a minimum the transition plan should include:

a) All specific actions to be taken to implement the changes.
b) The timelines and milestones for completion of actions;
c) The persons responsible for the actions;
d) Ways to measure progress, implementation, effectiveness and completion of the actions.

The organization should keep the UNBS Client Case Officer up to date with relevant changes to the transition plan, i.e. those which may have an impact on the certification transition assessments.

4.2. When implementing a transition plan, the following steps are recommended for organizations using OHSAS 18001.

a) Purchase a copy of ISO 45001:2018 from the UNBS Webstore and get to know the content and requirements of ISO 45001:2018. If you are a current user of **OHSAS 18001** you should focus on the gaps in your current system that need to be closed to meet requirements for ISO 45001:2018.
b) Ensure that relevant personnel and all parties that have an impact on the effectiveness of your organization's safety and health management system is trained and understand the requirements of ISO 45001:2018 and key changes.
c) Develop an implementation plan, implement actions and update your management system to meet the new requirements.
d) Evaluate the effectiveness of implementation through internal audits and management reviews and define further actions where needed.

Contact us

For any further inquiries and questions about your transition plan and process, please contact us at:
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