VERITAS ASSURANCE



ISO 45001 Made Practical: A Handbook for Understanding and Awareness

Occupational Health and Safety Management Systems - Practical Explanations, Workplace Examples and Illustrative Evidence

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Welcome from Veritas Assurance



A work schedule, equipment purchase or maintenance decision can change the risks people face. Occupational health and safety therefore needs attention wherever work is planned, organised and performed.

This ISO 45001 handbook explains how those decisions fit within an Occupational Health and Safety Management System, commonly called an OH&S management system.

Veritas Assurance has prepared it for readers who want to understand the standard through recognisable workplace situations. The examples connect leadership, worker involvement, hazard identification and operational controls with the evidence showing how arrangements work.

The aim is practical understanding: knowing your responsibilities, recognising when something needs attention and contributing to safer and healthier work.

The examples address occupational injury and ill health, including physical hazards, exposure concerns, work organisation and communication barriers.

All scenarios are hypothetical. The methods, records and controls mentioned are examples rather than universally mandatory arrangements.

Use them to discuss your own workplace. Actual decisions require competent assessment of the activities, people, equipment, conditions and applicable requirements.

This is a global awareness resource. Local legal requirements, employment arrangements and operational conditions must be considered separately.

The handbook does not replace formal training, demonstrate task competence or provide a course qualification. Read the disclaimer at the end before using it.

ISO lists ISO 45001:2018, together with its 2024 climate-action amendment. Draft revisions should not be treated as published replacement requirements.

About This Handbook

This handbook is intended for business owners, managers, supervisors, workers, worker representatives, contractor coordinators, OH&S personnel and internal auditors.

You can read it in sequence or use the clause sections as reference material.

Each main clause includes:

- A short explanation of its purpose.
- Plain-language subclause summaries.
- A specific workplace situation.
- Illustrative implementation and evidence.
- A key takeaway.

Understanding ISO 45001

ISO 45001 is an internationally recognized standard for Occupational Health and Safety (OH&S) Management Systems, designed to help organizations identify workplace hazards, manage health and safety risks, prevent work-related injuries and illnesses, and provide a safe and healthy working environment for employees and other interested parties. ISO 45001:2018 provides a systematic framework for organizations of all sizes and industries to establish, implement, maintain, and continually improve their occupational health and safety management systems. The standard emphasizes leadership commitment, worker participation, hazard identification, risk assessment, legal compliance, and proactive workplace safety management.

Implementing ISO 45001 helps organizations reduce workplace accidents, improve employee well-being, strengthen safety awareness, minimize operational risks, and ensure compliance with applicable occupational health and safety regulations. The standard also promotes a preventive approach to workplace safety, encourages employee involvement, and supports continual improvement in safety performance. The current version, ISO 45001:2018, includes the 2024 climate action amendment, while a revised edition is currently under development. By adopting ISO 45001, organizations can build a stronger safety culture, enhance stakeholder confidence, improve operational efficiency, and demonstrate their commitment to protecting employees and creating safer workplaces.

Depending on the organisation, relevant matters may include:

- Equipment and workplace design.
- Exposure to harmful substances, noise or other agents.
- Manual handling and repetitive work.
- Workload, working hours and psychosocial hazards.
- Maintenance and non-routine activities.
- Contractor interfaces.
- Worker consultation and participation.
- Emergency preparedness.

Implementation and certification

Subject	Practical meaning
Implementing ISO 45001	Establishing and operating an OH&S management system addressing applicable requirements.
Certification	Independent assessment and a certification decision within an agreed scope.
Legal compliance	Meeting applicable legal requirements; certification does not replace these responsibilities.
Workplace performance	Actual results from managing OH&S risks; a certificate does not guarantee an incident-free workplace.

ISO develops standards. Certification bodies conduct certification activities. The organisation remains responsible for its work and OH&S arrangements.

Core Occupational Health and Safety Concepts

The following concepts introduce the handbook. They are an explanatory framework, not a separate official list of seven ISO 45001 principles.

Concept	Practical meaning	Workplace illustration
Prevention	Address potential harm before injury or ill health occurs.	A loading operation is reviewed before pedestrian and vehicle movements increase.
Leadership accountability	Management decisions support safe and healthy work.	Staffing and production expectations are reviewed when excessive overtime becomes routine.
Worker involvement	People doing the work contribute to relevant decisions.	Cleaners help evaluate a proposed change to cleaning equipment.
Hazard identification	Recognise sources or situations with potential to cause harm.	Maintenance staff identify unexpected equipment movement as a concern.
Risk reduction	Select controls using an appropriate hierarchy.	A hazardous transfer task is eliminated through a layout change where practicable.
Occupational health	Address conditions that may cause ill health, including effects developing over time.	A workshop evaluates relevant exposure and ergonomic concerns.
Learning and improvement	Use reports, experience and evaluation to strengthen arrangements.	A near-miss report leads to changes in contractor coordination.

> **Key takeaway:** Prevention depends on management support, sound decisions and meaningful worker involvement.

Understanding the Structure: HLS and HS

The High-Level Structure, or HLS, is the earlier term commonly associated with the shared management-system framework now generally described as the Harmonized Structure, or HS.

ISO 45001:2018 follows the common management-system structure while retaining its specific OH&S requirements, including worker participation, hazard identification and the hierarchy of controls.

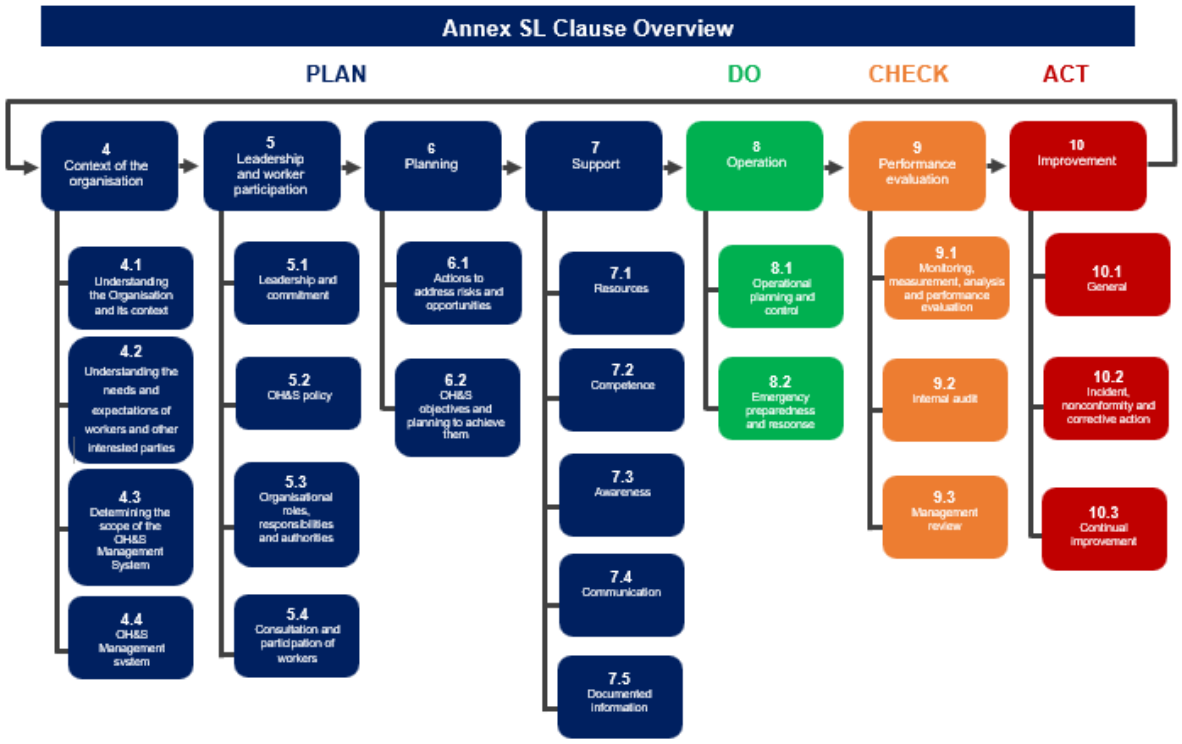
Clause	Main subject	Workplace question
1	Scope	What does the standard address?
2	Normative references	Are other publications specified as normative references?
3	Terms and definitions	What do the relevant terms mean?
4	Context	What affects the system, and what work does it cover?
5	Leadership and worker participation	Who directs the system, and how are workers involved?
6	Planning	Which hazards, risks, obligations and objectives need attention?
7	Support	What resources, competence and information are needed?
8	Operation	How is work controlled, including changes and external activities?
9	Performance evaluation	How are results, compliance and effectiveness evaluated?
10	Improvement	How are incidents, weaknesses and opportunities addressed?

Illustration of integration

An organisation operating quality, environmental and OH&S systems may coordinate document control, management reviews and internal-audit planning.

However, product acceptance, environmental impacts and worker exposure require different technical evaluations. Shared arrangements must preserve those distinctions.

Further information is available in ISO's management-system structure guidance.


Annex SL Clause Overview
PLAN
DO
CHECK
ACT
4 Context of the organisation
4.1 Understanding the Organisation and its context
4.2 Understanding the needs and expectations of workers and other interested parties
4.3 Determining the scope of the OH&S Management System
4.4 OH&S Management system
5 Leadership and worker participation
5.1 Leadership and commitment
5.2 OH&S policy
5.3 Organisational roles, responsibilities and authorities
5.4 Consultation and participation of workers
6 Planning
6.1 Actions to address risks and opportunities
6.2 OH&S objectives and planning to achieve them
7 Support
7.1 Resources
7.2 Competence
7.3 Awareness
7.4 Communication
7.5 Documented information
8 Operation
8.1 Operational planning and control
8.2 Emergency preparedness and response
9 Performance evaluation
9.1 Monitoring, measurement, analysis and performance evaluation
9.2 Internal audit
9.3 Management review
10 Improvement
10.1 General
10.2 Incident, nonconformity and corrective action
10.3 Continual improvement

The Process Approach and PDCA

The process approach

OH&S outcomes depend on connected decisions.

For example:

> **Job request → work planning → hazard assessment → resource allocation → controlled work → completion review**

A maintenance planner may identify a necessary control, but the task can still be compromised if scheduling, purchasing or supervision does not support it.

For relevant processes, understand:

- What work is being performed.
- Who may be affected.
- Which hazards and requirements apply.
- What controls and resources are needed.
- Who is responsible.
- How effectiveness will be evaluated.

The PDCA cycle

Plan–Do–Check–Act connects planning with action, evaluation and improvement.

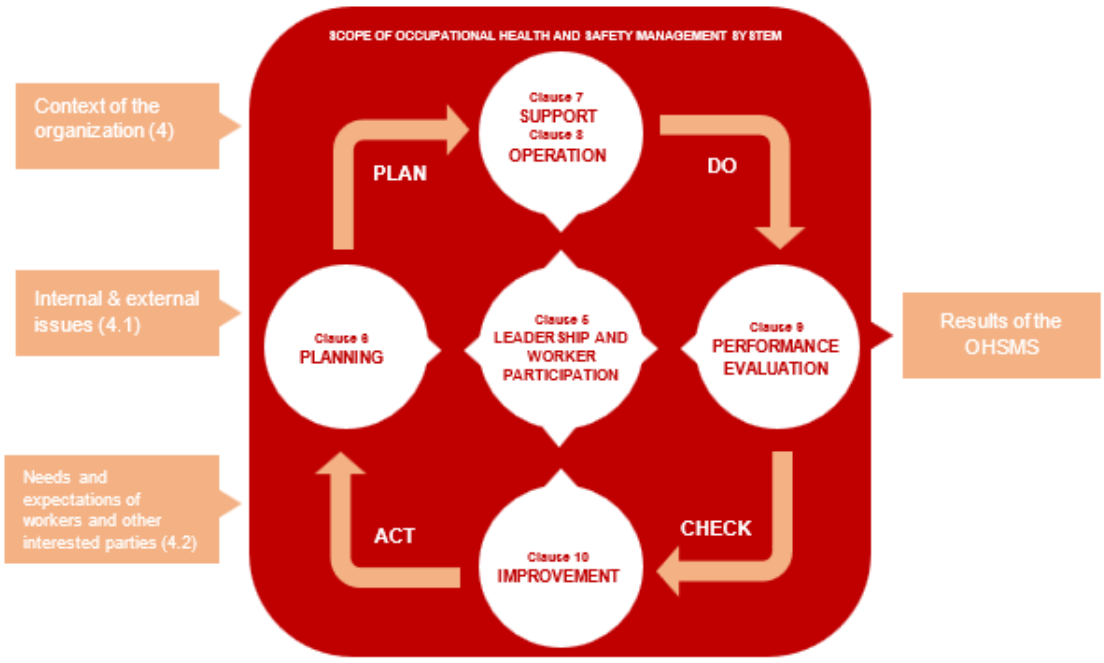


Illustration: A distribution centre receives repeated reports of pedestrian–vehicle near misses

Stage	What the organisation does	Possible evidence
Plan	Consults affected workers, evaluates traffic movements and establishes suitable control changes.	Assessment, worker input and an action plan.
Do	Introduces the reviewed arrangements and communicates responsibilities.	Implemented controls and relevant briefings.
Check	Observes movements during normal and busy periods and reviews whether exposure has reduced.	Workplace observations and reporting analysis.
Act	Revises arrangements where conflicts or unintended consequences remain.	Further decisions and follow-up results.

The absence of reported incidents does not, by itself, establish that controls work. Reporting confidence and actual workplace conditions also matter.

> **Key takeaway:** Check how arrangements perform during real work, including periods of pressure or change.

Clauses 1 to 3: Scope, References and Terminology

Clause 1 Scope

ISO 45001 addresses the management system used to prevent work-related injury and ill health and improve OH&S performance.

The organisation defines the boundaries and applicability of its system while considering its activities and relevant responsibilities.

Example: A facilities-management company employs office staff and mobile technicians working at customer premises. Its system needs to address those working arrangements rather than describing only the administrative office.

Clause 2 Normative references

ISO 45001:2018 has no normative references.

This does not remove the need to identify applicable legal and other requirements.

Supporting guidance may still be useful. For example, ISO 19011 provides management-system auditing guidance. Mentioning it does not make it an additional ISO 45001 certification requirement.

Clause 3 Terms and definitions

Term	Practical explanation	Illustration
Hazard	A source or situation with potential to cause injury or ill health.	An unprotected moving machine part.
OH&S risk	Consideration of the likelihood and severity of harm arising from a work-related hazard.	The potential harm associated with access to that moving part.
Incident	A work-related occurrence that causes or could cause injury or ill health.	A dropped object that narrowly misses a worker.
Consultation	Seeking views before making a decision.	Asking workers about difficulties with a proposed task arrangement.
Participation	Involvement in decision-making.	Workers helping select and evaluate a revised handling method.
Nonconformity	Failure to fulfil a requirement.	A required equipment inspection was not completed.
Corrective action	Action addressing a cause to prevent recurrence.	Changing the scheduling process responsible for repeated missed inspections.

These explanations are simplified rather than formal definitions.

Clause 4 Workplace Context, People and System Boundaries

Why it matters

The management system needs to reflect the work being performed, the people affected and the conditions influencing OH&S results.

Illustrative business: A logistics company expands its delivery and warehouse operations.

Subclause	Meaning and specific application	Possible evidence
4.1 Organisational context	Understand relevant internal and external matters, including climate-change relevance. The company considers delivery pressures, workforce arrangements and whether changing heat conditions affect work planning.	Context evaluation and resulting decisions.
4.2 Workers and other interested parties	Identify relevant needs and expectations and determine which become legal or other requirements. The company reviews worker concerns, customer-site rules and relevant contractual commitments.	Reviewed requirements and worker input.
4.3 System scope	Define boundaries and applicability based on the work and relevant responsibilities. Warehousing, mobile delivery and supporting functions are considered.	Defined OH&S scope.
4.4 OH&S management system	Establish connected processes for managing OH&S. Scheduling, purchasing, maintenance and operations receive coordinated responsibilities.	Process arrangements and implementation records.

For an already certified organisation adding activities or locations, our ISO certification scope-extension guide explains the certification considerations.

> **Key takeaway:** The system should follow the work and the people affected by it.

Clause 5 Leadership and Worker Participation

Why it matters

Management remains accountable for the OH&S system. Workers need practical opportunities to influence decisions affecting their health and safety.

Illustrative business: A facilities-management company employs multilingual cleaning and maintenance teams.

Subclause	Meaning and specific application	Possible evidence
5.1 Leadership commitment	Support prevention through decisions, resources and reporting arrangements. Management addresses unrealistic task schedules and supports reporting without retaliation.	Resource decisions and responses to concerns.
5.2 OH&S policy	Establish appropriate commitments concerning safe and healthy work, requirements, hazard elimination, risk reduction, improvement and worker involvement.	Approved policy and evidence of communication.
5.3 Roles and authorities	Clarify responsibilities while retaining management accountability. Supervisors know who can authorise changes and escalate unresolved concerns.	Assigned responsibilities and decisions.
5.4 Consultation and participation	Enable worker involvement, particularly among non-managerial workers. Suitable time, accessible information and language support are provided, and barriers are addressed.	Worker contributions and decisions influenced by them.

Illustrating the difference

Activity	What it demonstrates
Asking cleaners what makes a task difficult before deciding a new method.	Consultation.
Involving cleaners in selecting and evaluating the revised method.	Participation.
Announcing the finished decision.	Communication, which alone does not demonstrate consultation or participation.

> **Key takeaway:** Worker involvement should shape decisions, not end with a signed attendance sheet.

Clause 6 Hazards, Risks, Opportunities and Objectives

Why it matters

Planning turns information about work into decisions about prevention and improvement.

Illustrative business: A warehouse introduces faster order fulfilment and a new packing area.

Subclause	Meaning and specific application	Possible evidence
6.1.1 Planning generally	Determine relevant risks and opportunities affecting intended system results. The warehouse considers operational changes alongside reporting and supervision arrangements.	Planning evaluations and decisions.
6.1.2.1 Hazard identification	Identify hazards proactively, including routine and non-routine work, work organisation and people affected. Assessment considers handling, traffic, maintenance and workload pressures.	Hazard information and worker input.
6.1.2.2 Assessing risks	Evaluate OH&S risks and other risks affecting the management system. The warehouse examines whether existing controls remain suitable during peak demand.	Risk assessment and control evaluation.
6.1.2.3 Assessing opportunities	Identify opportunities to improve OH&S and the system. A revised layout could reduce unnecessary handling and improve visibility.	Opportunity evaluation and decisions.
6.1.3 Legal and other requirements	Determine applicable requirements and how they affect work. Relevant equipment, contractor and workplace requirements are reviewed.	Current requirement information and assigned responsibilities.
6.1.4 Planning action	Plan actions and integrate them into relevant processes. Layout and scheduling changes receive owners and evaluation arrangements.	Action plans and effectiveness results.
6.2.1 OH&S objectives	Establish suitable objectives at relevant functions and levels. The warehouse sets an objective to reduce exposure to identified handling risks.	Defined objectives and indicators.
6.2.2 Planning achievement	Determine actions, resources, responsibilities, timing and evaluation. Operations and purchasing coordinate the necessary changes.	Objective plans and progress results.

Illustrating hazards and controls

Situation	Hazard requiring evaluation	Possible direction for improvement
Repeated lifting from floor level.	Physical strain associated with the task.	Review task design and suitable handling arrangements.
Staff and vehicles sharing an area.	Potential collision.	Review layout and separation arrangements.
Sustained excessive workload.	Fatigue and psychosocial harm.	Review staffing, scheduling and work organisation.

Actual controls require competent evaluation. These examples do not prescribe a universal solution.

> **Key takeaway:** Risk assessment should influence work design, purchasing and scheduling.

Clause 7 Resources, Competence and Reliable Information

Why it matters

People need suitable resources, understanding and information to perform work safely and protect health.

Illustrative business: An engineering workshop introduces a different production machine.

Subclause	Meaning and specific application	Possible evidence
7.1 Resources	Provide resources needed for the system. The workshop evaluates supervision, safeguards, maintenance and specialist support.	Resource decisions and implemented arrangements.
7.2 Competence	Determine competence needs and evaluate actions taken. Authorised personnel demonstrate relevant operating and reporting responsibilities.	Practical competence evaluation.
7.3 Awareness	Explain relevant policy, risks, responsibilities and consequences. Workers understand reporting arrangements and applicable arrangements for removing themselves from imminent and serious danger.	Worker understanding and communication records.
7.4.1 Communication generally	Determine what, when, how and with whom to communicate, considering relevant diversity and accessibility needs.	Communication arrangements.
7.4.2 Internal communication	Share information between levels and functions. Maintenance concerns reach production planning before further scheduling.	Notifications and coordinated decisions.
7.4.3 External communication	Communicate relevant OH&S information according to established arrangements and requirements. Equipment suppliers receive accurate information about intended use.	Relevant correspondence.
7.5.1 Necessary information	Determine documented information needed by the standard and for an effective system.	Suitable instructions and records.
7.5.2 Creating and updating information	Identify, review and approve information appropriately. Revised instructions are checked before issue.	Approval and revision information.
7.5.3 Information control	Manage availability, protection, access, changes and retention. Workers can obtain current information at the point of use.	Controlled information and revision history.

> **Key takeaway:** Training supports learning; competence needs evidence appropriate to the responsibility.

Clause 8 Operational Control and the Hierarchy of Controls

Why it matters

Prevention needs to be built into the conditions under which work is performed.

Illustrative business: A manufacturer redesigns a component-transfer task between two workstations.

Subclause	Meaning and specific application	Possible evidence
8.1.1 Operational planning and control	Establish operating criteria, suitable processes and coordination arrangements. The transfer task is reviewed with affected workers.	Defined work arrangements and implementation evidence.
8.1.2 Eliminating hazards and reducing risks	Apply the hierarchy of controls when deciding suitable measures. The manufacturer first considers whether the transfer can be eliminated through layout changes.	Evaluated options and control decisions.
8.1.3 Management of change	Evaluate relevant planned changes and consequences of unintended changes. New equipment, staffing and workflow are reviewed before introduction.	Change evaluations and updated controls.

Illustrating the hierarchy

Level	Practical consideration
Elimination	Can the hazardous activity or exposure be removed?
Substitution	Can it be replaced with a less hazardous option?
Engineering and work reorganisation	Can design, physical measures or the organisation of work reduce exposure?
Administrative controls	What procedures, scheduling, training or other arrangements are needed?
Personal protective equipment	What suitable protection is necessary for remaining exposure?

Several controls may be needed together. Their selection requires competent assessment of the task and any risks introduced by the changes.

> **Key takeaway:** Consider stronger preventive measures before relying only on instructions or personal protection.

Clause 8 Procurement, Contractors and Outsourced Activities

Purchased equipment and external work can introduce hazards or create difficult interfaces between teams.

The manufacturer appoints a contractor to install equipment while other parts of the facility continue operating.

Subclause	Meaning and specific application	Possible evidence
8.1.4.1 Procurement generally	Control procurement so purchased products and services support OH&S requirements. Relevant needs are considered before equipment purchase.	Specifications and procurement review.
8.1.4.2 Contractors	Coordinate activities and address risks affecting the organisation, contractors and other people. Installation is reviewed alongside continuing production.	Coordination arrangements and relevant contractor evaluation.
8.1.4.3 Outsourcing	Establish suitable control over outsourced functions and processes. Responsibilities remain clear when maintenance is externally provided.	Agreed responsibilities and performance evaluation.

> **Key takeaway:** External provision needs clear coordination and control, not an assumption that responsibility has transferred.

Clause 8 Emergency Preparedness and Response

Why it matters

Emergency arrangements need to reflect credible situations and the people who may be affected.

Illustrative situation: An office and service facility reviews its response to an electrical fault and resulting smoke.

Clause 8.2 consideration	Specific application	Possible evidence
Preparation	Identify credible situations and establish appropriate response, communication and first-aid arrangements.	Site-specific emergency plans.
People affected	Consider workers, contractors, visitors and people requiring assistance.	Responsibilities and accessible information.
Competence	Prepare relevant personnel for their assigned roles.	Suitable training and competence evidence.
Testing	Test arrangements periodically where appropriate and evaluate the result.	Exercise records and identified improvements.
Review	Use exercises and actual events to update arrangements.	Revised plans and completed actions.
External coordination	Establish relevant communication with emergency services and other parties.	Applicable coordination information.

This example does not provide firefighting or evacuation instructions. Actual actions must follow the site's assessed and approved arrangements.

> **Key takeaway:** A plan becomes useful when people understand their roles and the arrangements have been evaluated.

Clause 9 Performance Monitoring and Compliance Evaluation

Why it matters

The organisation needs to understand whether controls work, performance is improving and applicable requirements are being fulfilled.

Illustrative business: A cleaning contractor works across several customer buildings.

Subclause	Meaning and specific application	Possible evidence
9.1.1 Monitoring and evaluation	Determine suitable subjects, methods and criteria. The contractor evaluates control implementation, reported concerns and relevant exposure information.	Monitoring results and analysis.
9.1.1 Reliable monitoring resources	Maintain suitable measuring equipment where needed, including appropriate calibration or verification.	Relevant equipment records.
9.1.2 Compliance evaluation	Evaluate fulfilment of legal and other requirements and maintain understanding of compliance status.	Compliance evaluations and actions addressing gaps.

A balanced view of performance

Information	What it may help explain
Relevant injuries and ill-health information.	Outcomes requiring investigation and evaluation.
Near-miss and hazard reports.	Potential weaknesses and reporting confidence.
Completion and effectiveness of control actions.	Whether planned prevention is working.
Worker feedback.	Practical difficulties that numerical indicators may miss.

Fewer reports may reflect improvement or reduced confidence in reporting. Examine the circumstances before drawing a conclusion.

> **Key takeaway:** Evaluate control effectiveness and worker experience alongside incident statistics.

Clause 9 Internal Audit and Management Review

Internal audits evaluate conformity and effective implementation. Management review considers whether the system remains suitable, adequate and effective.

Subclause	Meaning and specific application	Possible evidence
9.2.1 Internal-audit purpose	Evaluate the system against applicable criteria. The cleaning contractor samples how work is planned and controlled at customer sites.	Objective evidence and audit conclusions.
9.2.2 Audit programme	Establish suitable planning, scope, criteria, competence, objectivity, reporting and follow-up. Locations with recurring concerns receive appropriate attention.	Programme, reports and follow-up results.
9.3 Management review	Consider required information and make decisions about improvement, changes, resources and relevant actions. Management reviews consultation results, incidents, objectives, audits and compliance information.	Review inputs, decisions and follow-up.

Relevant management-review results need to be communicated to workers and their representatives in accordance with the standard's requirements.

> **Key takeaway:** Evaluation should lead to decisions that improve the way work is managed.

Clause 10 Incidents, Corrective Action and Continual Improvement

Why it matters

An incident or system failure can reveal weaknesses that need attention before someone is harmed.

Illustrative business: A maintenance provider receives a report that equipment moved unexpectedly during a task. Nobody was injured.

Subclause	Meaning and specific application	Possible evidence
10.1 Improvement generally	Identify and implement opportunities supporting intended system results. The provider reviews weaknesses in maintenance planning.	Improvement decisions and actions.
10.2 Incident response	Respond to the event and relevant consequences. Responsible personnel follow the applicable arrangements before work resumes.	Incident and response records.
10.2 Investigation and corrective action	Involve relevant workers, evaluate causes and determine suitable action. Investigation examines planning, communication and equipment-control arrangements.	Investigation findings and implemented changes.
10.2 Effectiveness evaluation	Check whether actions worked and whether other risks were introduced. Subsequent tasks are reviewed.	Follow-up results and updated assessments.
10.3 Continual improvement	Improve the system and OH&S performance, support worker involvement and communicate relevant results. Lessons are applied to similar maintenance activities.	Broader improvements and evaluated results.

An event without injury can still reveal a serious control weakness. The investigation should examine the evidence rather than assume that an instruction was ignored.

For further explanation, read managing nonconformities in ISO management systems.

> **Key takeaway:** Learning should address how the work system contributed, rather than stopping at individual blame.

Your Role in the OH&S Management System

Role	Practical contribution
Top management	Take accountability, establish direction and provide resources.
Workers	Participate, follow relevant arrangements and report concerns.
Worker representatives	Support consultation and participation where they exist.
Supervisors	Coordinate work, explain controls and respond to difficulties.
Process owners	Integrate OH&S requirements into their processes.
OH&S personnel	Provide specialist support and coordinate relevant evaluations.
Purchasing	Address relevant requirements before buying equipment or services.
Human resources	Support competence and appropriate work-organisation arrangements.
Contractor coordinators	Manage interfaces between external and internal activities.
Internal auditors	Evaluate evidence objectively and communicate conclusions.

Roles may be combined in smaller organisations. Assigning tasks does not remove top management's accountability.

Putting the System Together: Introducing a New Delivery Service

A technical-services company plans to begin delivering equipment to customer premises.

Stage	What the company does	Relevant connection
Understand the work	Reviews operating conditions, customer locations and people affected.	Clause 4: Context and scope.
Involve workers	Consults personnel about handling, access, scheduling and practical difficulties.	Clause 5: Participation.
Plan prevention	Evaluates hazards and relevant requirements before accepting the new work.	Clause 6: Planning.
Provide support	Establishes suitable competence, equipment and information.	Clause 7: Support.
Control changes	Reviews the new service's effect on existing arrangements.	Clause 8: Change management.
Coordinate interfaces	Agrees relevant arrangements with customers and external providers.	Clause 8: Operational control.
Prepare for emergencies	Establishes appropriate communication and response arrangements.	Clause 8: Preparedness.
Evaluate results	Reviews actual work, reports, compliance and worker feedback.	Clause 9: Evaluation.
Improve	Addresses weaknesses and evaluates the results of changes.	Clause 10: Improvement.

Reviewing the service before deliveries become routine allows findings to influence equipment, staffing and customer commitments.

Organisations preparing for independent assessment can also consult our ISO certification audit-preparation checklist, which provides broader guidance across management-system standards.

Explore ISO Certification Information by Country

For country-specific ISO certification information and enquiries, select your location below.

Region	Country information
Gulf countries	United Arab Emirates · Saudi Arabia · Qatar · Bahrain · Kuwait · Oman
Other Middle Eastern countries	Iraq · Jordan · Lebanon
North Africa	Egypt · Morocco · Tunisia
Asia	India · Malaysia · Singapore · Philippines
Europe	United Kingdom
North America	United States · Canada

When enquiring, identify your operating locations, business activities and relevant management-system standards so that the proposed certification scope and assessment arrangements can be reviewed.

For a direct enquiry, contact Veritas Assurance.

Quick Reference and Glossary

Expression	Meaning in this handbook
OH&S	Occupational health and safety.
Worker	A person performing work or work-related activities under the organisation's control, within the standard's terminology.
Hazard identification	Recognising relevant sources or situations with potential for harm.
Risk assessment	Evaluating risk and the adequacy of controls.
Hierarchy of controls	An ordered approach to considering hazard elimination and risk reduction.
Near miss	A commonly used description for an incident without injury or ill health but with potential for harm.
Consultation	Seeking views before a decision.
Participation	Involvement in decision-making.
Management of change	Reviewing and controlling changes that can affect OH&S performance.
Effectiveness	The extent to which intended activities and results are achieved.

Clause reminder

> **4: Understand → 5: Lead and involve → 6: Plan → 7: Support → 8: Operate → 9: Evaluate → 10: Improve**

These activities interact continuously.

Closing Message from Veritas Assurance

A useful OH&S management system connects leadership decisions with the realities of work.

Use this handbook to discuss responsibilities and understand how worker involvement, prevention and evaluation support better outcomes. Adapt the examples to your activities, workforce, operating conditions and applicable local requirements.

Consult the authorised standard for the complete requirements.

To discuss independent certification assessment, contact Veritas Assurance with your business activities, operating countries, locations, workforce arrangements and proposed certification scope. The relevant certification arrangements can then be reviewed.

Further Reading and Document Information

- ISO 45001 Official standard information
- ISO 45001:2018 / Amd 1:2024 Climate-action changes
- ISO Management-system standards

Document purpose: Understanding and awareness.
Technical basis: ISO 45001:2018, including Amendment 1:2024.
Examples: Hypothetical and illustrative; no universal legal conditions, technical controls or mandatory templates are implied.

Disclaimer

This handbook is independently prepared by Veritas Assurance for general understanding and awareness of ISO 45001. It is not an ISO publication, an official interpretation or a substitute for the authorised standard.

Clause descriptions are explanatory summaries and do not cover every requirement. Consult the applicable authorised standard when establishing requirements or evaluating conformity. ISO publications remain subject to their respective copyright protections.

All scenarios, evidence examples and suggested methods are hypothetical and illustrative. Their suitability depends on the organisation's activities, workers, equipment, operating conditions and applicable requirements.

This handbook does not provide task-specific safety procedures, medical advice, engineering instructions or emergency-response directions. Obtain competent assessment and follow suitable workplace arrangements and applicable legal requirements.

Using this handbook does not establish conformity, guarantee certification, demonstrate complete legal compliance or guarantee an incident-free workplace. Certification decisions depend on applicable assessment, review and decision arrangements.