

Guide to Internal Auditing ISO 45001:2018

A Guide to Internal Auditing

- ❖ Introduction
- ❖ Types of Audits
- ❖ Why Audit?
- ❖ Who Can Audit?
- ❖ Performing an Internal Audit
 - Planning
 - Opening Meeting
 - Techniques
 - Tools
 - Closing Meeting



Why Audit?

ISO Standards follow *Plan-Do-Check-Act*:

- ❖ **Plan** - Establish the objectives and processes needed to deliver the OH&S goals
- ❖ **Do** - Implement the OHSMS processes
- ❖ **Check** - Check the processes against the policy, objectives, targets, regulations, and report on the results.
- ❖ **Act** - Take actions to improve the EMS. **(Auditing)**

Why Audit?

The Internal Audit process is one of the most important Requirements in an ISO-Based standard.

Standards require that audit procedures be established, implemented, and maintained.

- *ISO 45001:2018, Par. 9.2*
- ISO 14001:2015, Par. 9.2
- ISO 9001:2015, Par. 9.2
- *OHSAS 18001:2007, Par. 4.5.5*
- Etc.

Failure to perform Internal Audits becomes a significant
“Road-Block to Registration”.