

globalgroup®

Management System Experts

OHSAS 18001

Health & Safety Management Systems
3 Day Auditor Conversion
Training Course

IRCA OCCUPATIONAL HEALTH & SAFETY AUDITOR CONVERSION TRAINING COURSE

IRCA Training Organization No:

AO17345

IRCA OH&S Auditor Conversion Training Course No:

A17619

COURSE OVERVIEW

- The purpose of this training course is to provide delegates with the skills and knowledge necessary to plan organize and conduct an internal or external OH&S Management System audit and to report the results.
- This training course is a part of the IRCA (International Register of Certified Auditor) training requirements for certification as an IRCA OH&S Auditor.
- The aim of this course is to provide delegates with the knowledge and skills required to perform first, second and third party audits of management systems against OHSAS 18001, in accordance with ISO 19011 and ISO 17021.

PRIOR KNOWLEDGE REQUIREMENTS:

- Delegates have a basic knowledge of the requirements of OHSAS 18001 before them attending this course.
- As this is a conversion course all delegates must have successfully completed a 5 Day IRCA training course in another discipline, e.g. QMS, EMS, ISMS, etc. A copy of the certificate must be sent to the GlobalGroup training incharge and to the Global Lead Tutor prior to start of the course.

LEARNING OBJECTIVES:

- Describe the purpose of an OH&S management system and explain the elements of OH&S management.
- Explain the purpose, content and interrelationship of OHSAS 18001 and OHSAS 18002.
- Explain the role of an auditor to plan, conduct, and report and follow up an OH&S management system audit in accordance with ISO 19011 and ISO 17021.

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- Plan, conduct, report and follow up an audit in accordance with ISO 19011 and ISO 17021 and by interpreting OHSAS 18001.
- Explain the purpose and business benefits of an OH&S management system.

NOTES FOR DELEGATES

- The total course is at least 24 hours of lectures and case studies.
- The use of mobile phones, pagers, etc which could disrupt the course are strictly forbidden. There will be adequate breaks throughout the duration of the course to allow for external communications.
- To ensure full understanding of the course all candidates should study the OHSAS 18001 specification prior to attending the course or have prior experience of it.
- Delegates shall be assessed continuously by the Trainer(s) over the whole course duration. Poor time keeping during the course shall be taken into account during such assessment.
- Throughout the course each delegate is assessed during all exercises as marks are awarded accordingly. In order for any delegate to pass the course all exercises over the entire course must be attended.
- Each delegate shall be required to actively participate in all exercises, case studies and role-plays or actual auditor situations as part of the structured activity.
- A written examination, of 90 minutes duration has to be undertaken by all delegates. For delegates whose first language is not English an additional 30 minutes shall be allowed.
- Pass mark is 56 (maximum score is 80).