



OHSAS 18001 Lead Auditor Training Program



Master the Audit of Occupational Health & Safety Assessment Series OHSAS 18001.

OHSAS 18001 Lead Auditor training enables you to develop the necessary expertise to perform an Occupational Health & Safety Assessment Series (OHSAS) audit by applying widely recognized audit principles, procedures and techniques. During this training course, you will acquire the knowledge and skills to plan and carry out internal and external audits in compliance with ISO 19011 and OHSAS 18001, 17021-1 certification process. Based on practical exercises, you will be able to master audit techniques and become competent to manage an audit program, audit team, communication with customers, and conflict resolution. After acquiring the necessary expertise to perform this audit, you can sit for the exam and apply for a “PECB Certified OHSAS 18001 Lead Auditor” credential. By holding a PECB Lead Auditor Certificate, you will demonstrate that you have the capabilities and competencies to audit organizations based on best practices.

This Program is ideally suited to following individuals who are:

- HSE Manager, HSE consultant wanting to support an organization in the implementation of an OHSAS.
- OHSAS 18001 auditor who wants to master the HSE implementation process.
- Person responsible for the Health Safety and Environment HSE or conformity in an organization.
- HSE Managers and their team members.
- Expert advisor in Health Safety Processes and systems.

Why should you attend?

OHSAS 18001 Lead Auditor training enables you to develop the necessary expertise to perform an Occupational Health and Safety Management System (OHSMS) audit by applying widely recognized audit principles, procedures and techniques. During this training course, you will acquire the knowledge and skills to plan and carry out internal and external audits in compliance with ISO 19011 and ISO/IEC 17021-1 certification process.

Based on practical exercises, you will be able to master audit techniques and become competent to manage an audit program, audit team, communication with customers, and conflict resolution.

After acquiring the necessary expertise to perform this audit, you can sit for the exam and apply for a “PECB Certified OHSAS 18001 Lead Auditor” credential. By holding a PECB Lead Auditor Certificate, you will demonstrate that you have the capabilities and competencies to audit organizations based on best practices.

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Program is offered by: 3D Educators – Trainers & Consultants

Who Should Attend?

- Auditors seeking to perform and lead Occupational Health and Safety Management System (OHSAS) certification audits
- Managers or consultants seeking to master an Occupational Health and Safety Management System audit process
- Individuals responsible for maintaining conformance with OHSAS requirements
- Technical experts seeking to prepare for an Occupational Health and Safety Management System audit
- Expert advisors in Occupational Health and Safety Management

Program Details

Inauguration

The Training Program will be inaugurated by a senior member of 3DEducators

Program Structure

Number of classes	5 Full Days or 40 Hours
Duration of each class	8-Hour

Other Learning Activities:

Develop the implementation techniques of ISO guidelines in your organization	1
Presentations by Trainees	1

About the Program Instructor

OHSAS 18001 or ISO 45001 Lead Implementer and Auditor, PECB QMS Registered Lead Auditor, BRC Approved Lead Auditor, The Trainers who are conducting this program have the following positions in the different organization:

- ✓ Lead Auditors
- ✓ ISO Consultants
- ✓ Lead Auditors Accredited Trainers

Highly qualified and experienced tutors with extensive hands-on and successful experience in implementation of ISO 45000 or OHSAS 18001 Standards

They trainers are foreign qualified and having the degrees of PhD, MBA, M.Sc., MS. More they are also the member of ISO.

Program Syllabus

Day 1 Introduction to Occupational Health and Safety Management Systems (OHSMS) and OHSAS 18001

- Course objectives and structure
- Standard and regulatory framework
- Certification process
- Fundamental principles of occupational health and safety
- Occupational Health and Safety Management System (OHSMS)

Day 2 Audit principles, preparation and launching of an audit

- Fundamental audit concepts and principles
- Audit approach based on evidence and risk
- Initiating the audit
- Stage 1 audit
- Preparing the stage 2 audit (on-site audit)
- Stage 2 audit (Part 1)

Day 3 On-site audit activities

- Stage 2 audit (Part 2)
- Communication during the audit
- Audit procedures
- Creating audit test plans
- Drafting audit findings and non-conformity reports

Day 4 Closing the audit

- Documentation of the audit and its review
- Closing the audit
- Evaluating action plans by the auditor
- Beyond the initial audit

- Managing an internal audit programme
- Competence and evaluation of auditors
- Closing the training

Day 5 Certification Exam

Learning objectives

- Understand the operations of an Occupational Health and Safety Management System (OHSMS) based on OHSAS 18001
- Acknowledge the correlation between OHSAS 18001, OHSAS 18002 and other standards and regulatory frameworks
- Understand an auditor's role to: plan, lead and follow-up on a management system audit in accordance with ISO 19011
- Learn how to lead an audit and audit team
- Learn how to interpret the requirements of OHSAS 18001 in the context of an OHSMS audit
- Acquire the competencies of an auditor to: plan an audit, lead an audit, draft reports, and follow-up on an audit in compliance with ISO 19011

Examination

Duration: 3 hours

The "PECB Certified OHSAS 18001 Lead Auditor" exam fully meets the requirements of the PECB Examination and Certification Programme (ECP). The exam covers the following competency domains:

Domain 1 Fundamental principles and concepts of an Occupational Health and Safety Management System (OHSMS)

Domain 2 Occupational Health and Safety Management System (OHSMS)

Domain 3 Fundamental audit concepts and principles

Domain 4 Preparation of an OHSAS 18001 audit

Domain 5 5 Conducting an OHSAS 18001 audit

Domain 6 Closing an OHSAS 18001 audit

Domain 7 Managing an OHSAS 18001 audit program

Certification

After successfully completing the exam, you can apply for the credentials shown on the table below. You will receive a certificate once you comply with all the requirements related to the selected credential

For more information about OHSAS 18001 certifications and the PECB certification process, please refer to the [Certification Rules and Policies](#).

Credentials	Exam	Professional Experience	ISM Audit Experience	Other Requirements
PECB Certified OHSAS 18001 Provisional Auditor	PECB Certified OHSAS 18001 Lead Auditor exam or equivalent	None	None	Signing the PECB Code of Ethics
PECB Certified OHSAS 18001 Auditor	PECB Certified OHSAS 18001 Lead Auditor exam or equivalent	Two years: One year of work experience in Occupational Health and Safety Management	Audit activities: a total of 200 hours	Signing the PECB Code of Ethics
PECB Certified OHSAS 18001 Lead Auditor	PECB Certified OHSAS 18001 Lead Auditor exam or equivalent	Five years: Two years of work experience in Occupational Health and Safety Management	Audit activities: a total of 300 hours	Signing the PECB Code of Ethics
PECB Certified OHSAS 18001 Master	PECB Certified OHSAS 18001 Lead Auditor exam or equivalent and OHSAS 18001 Lead Implementer exam or equivalent	Ten years: Six years of work experience in Occupational Health and Safety Management	Audit and Project activities: a total of 500 hours each	Signing the PECB Code of Ethics

General information

- Certification fees are included on the exam price
- Training material containing over 450 pages of information and practical examples will be distributed
- A participation certificate of 31 CPD (Continuing Professional Development) credits will be issued
- In case of exam failure, you can retake the exam within 12 months for free

TERMS & CONDITIONS

WITHDRAWAL FROM THE CERTIFICATION

Students are not allowed to withdraw from the CERTIFICATION. If a student cannot continue the CERTIFICATION his/her fee will be forfeited.

CONDUCT AND DISCIPLINE

A disciplinary action, leading to rustication, will be taken against students whose conduct is found objectionable at any time during the course of study. Reference will be made to 3D Educators code of conduct.

EVALUATION AND GRADING

The performance of students is evaluated through continuous observation of a student's performance in the CERTIFICATION – class participation, submission of assignments, quizzes and exercises.

The student will be examined through three hourly exams conducted at the midterm and a final exam at the end of the program. Total marks for passing the CERTIFICATION will be 70 out of a total of 100.

Students who do not meet the attendance or any other eligibility criteria will not be allowed to appear in the final examination.

The following grading plan will be applicable for the CERTIFICATION:

A	87 - 100
B+	81 -86
B	72 - 80

FINAL CERTIFICATION SHALL BE AWARDED BY PECB CANADA



C+	66 - 71
C	60 - 65
F	below 60

Students who are unable to appear for the final exam are required to submit a written application stating the reason for not appearing for the exam. 3D EDUCATORS reserve the right to approve or deny such applications. If approved, the student will be allowed to sit for the exam within one month. Failure to do so, the student will be resubmit the examination fee and sit the future schedule exam. Without passing of the exams no certification will be awarded.

3D EDUCATORS
TRAINERS & CONSULTANTS



SAMPLE CERTIFICATE

PECB



Professional Evaluation and Certification Board

hereby attests that
ALDIN LAYAGUIN
is awarded the title

PECB Certified OHSAS 18001 Lead Auditor

having met all the certification requirements, including all examination requirements, professional experience and adoption of the PECB Code of Ethics

Certificate Number: OHSLA1014149-2016-10
Issue Date: October 27, 2016
This certificate is valid for three years for the purpose of PECB certification

Issued by: Faton Aliu, President


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