

ISO 45001:2018 (whole Part)

Audit Checklist

121 audit questions across **7** sections.

HOW TO USE THIS CHECKLIST

Each question has three boxes the auditor fills in during the audit:

1. **Compliance** — the binary headline: Compliant / Non-compliant.
2. **Classification** — where the gap is, four-state grid: Documented / Implemented matrix.
3. **Finding level** — severity: Maj / Min / Obs (Major nonconformity / Minor nonconformity / Observation).

Severity is the auditor's call on the day, against the real finding — no severity is pre-suggested per question.



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Context of the organization

Q1 CLAUSE

ISO 45001 Cl.4.1

Has the organisation determined the external and internal issues relevant to its purpose that affect its ability to achieve the intended outcomes of its OH&S management system?

SOURCE VERBATIM

Cite ISO 45001:2018 Clause 4.1.

COMPLIANCE

Compliant Non-compliant

CLASSIFICATION (FOUR-STATE)

- Documented and Implemented
- Documented Not Implemented
- Not Documented but Implemented
- Not Documented and Not Implemented

FINDING LEVEL

Maj Min Obs
Maj = Major nonconformity · Min = Minor nonconformity · Obs = Observation

SUGGESTED EVIDENCE TO REQUEST

- Context analysis covering internal/external OH&S-relevant issues
- Evidence the analysis is reviewed and kept current

MANAGEMENT SYSTEM REFERENCE:

FINDINGS / NOTES:

Has the organisation determined the workers and other interested parties relevant to the OH&S management system, their relevant needs and expectations (requirements), and which of those are, or could become, legal requirements and other requirements?

SOURCE VERBATIM

Cite ISO 45001:2018 Clause 4.2.

COMPLIANCE

Compliant Non-compliant

CLASSIFICATION (FOUR-STATE)

- Documented and Implemented
- Documented Not Implemented
- Not Documented but Implemented
- Not Documented and Not Implemented

FINDING LEVEL

Maj Min Obs
 Maj = Major nonconformity · Min = Minor nonconformity · Obs = Observation

SUGGESTED EVIDENCE TO REQUEST

- Register of workers / interested parties and their relevant needs/expectations
- Determination of which become legal or other requirements

MANAGEMENT SYSTEM REFERENCE:

FINDINGS / NOTES:

Has the organisation determined the boundaries and applicability of the OH&S management system to establish its scope – considering the 4.1 issues, the 4.2 requirements and the planned/performed work-related activities – including the activities, products and services within its control or influence that can impact OH&S performance, with the scope available as documented information?

SOURCE VERBATIM

Cite ISO 45001:2018 Clause 4.3.

COMPLIANCE

Compliant Non-compliant

CLASSIFICATION (FOUR-STATE)

- Documented and Implemented
- Documented Not Implemented
- Not Documented but Implemented
- Not Documented and Not Implemented

FINDING LEVEL

Maj Min Obs
 Maj = Major nonconformity · Min = Minor nonconformity · Obs = Observation

SUGGESTED EVIDENCE TO REQUEST

- Documented OH&S MS scope statement reflecting 4.1/4.2 and work-related activities
- Coverage of activities/products/services within control or influence

MANAGEMENT SYSTEM REFERENCE:

FINDINGS / NOTES: