

# MALAYSIAN STANDARD

MS ISO 45001:2018

Occupational health and safety management systems - Requirements with guidance for use (ISO 45001:2018, IDT)

ICS: 13.100

Descriptors: occupational health and safety, management systems, requirements, guidance

© Copyright 2018

DEPARTMENT OF STANDARDS MALAYSIA

# **DEVELOPMENT OF MALAYSIAN STANDARDS**

The **Department of Standards Malaysia (STANDARDS MALAYSIA)** is the national standards and accreditation body of Malaysia.

The main function of STANDARDS MALAYSIA is to foster and promote standards, standardisation and accreditation as a means of advancing the national economy, promoting industrial efficiency and development, benefiting the health and safety of the public, protecting the consumers, facilitating domestic and international trade and furthering international cooperation in relation to standards and standardisation.

Malaysian Standards (MS) are developed through consensus by committees which comprise balanced representation of producers, users, consumers and others with relevant interests, as may be appropriate to the subject at hand. To the greatest extent possible, Malaysian Standards are aligned to or are adoption of international standards. Approval of a standard as a Malaysian Standard is governed by the Standards of Malaysia Act 1996 [Act 549]. Malaysian Standards are reviewed periodically. The use of Malaysian Standards is voluntary except in so far as they are made mandatory by regulatory authorities by means of regulations, local by-laws or any other similar ways.

For the purposes of Malaysian Standards, the following definitions apply:

**Revision:** A process where existing Malaysian Standard is reviewed and updated which resulted in the publication of a new edition of the Malaysian Standard.

**Confirmed MS:** A Malaysian Standard that has been reviewed by the responsible committee and confirmed that its contents are current.

**Amendment:** A process where a provision(s) of existing Malaysian Standard is altered. The changes are indicated in an amendment page which is incorporated into the existing Malaysian Standard. Amendments can be of technical and/or editorial nature.

**Technical corrigendum:** A corrected reprint of the current edition which is issued to correct either a technical error or ambiguity in a Malaysian Standard inadvertently introduced either in drafting or in printing and which could lead to incorrect or unsafe application of the publication.

NOTE: Technical corrigenda are not to correct errors which can be assumed to have no consequences in the application of the MS, for example minor printing errors.

STANDARDS MALAYSIA has appointed **SIRIM Berhad** as the agent to develop, distribute and sell Malaysian Standards.

For further information on Malaysian Standards, please contact:

#### **Department of Standards Malaysia**

Ministry of Science, Technology and Innovation Level 1 & 2, Block 2300, Century Square Jalan Usahawan 63000 Cyberjaya Selangor Darul Ehsan MALAYSIA

Tel: 60 3 8318 0002 Fax: 60 3 8319 3131 http://www.jsm.gov.my E-mail: central@jsm.gov.my

#### OR SIRIM Berhad

(Company No. 367474 - V) 1, Persiaran Dato' Menteri Section 2, P. O. Box 7035 40700 Shah Alam Selangor Darul Ehsan MALAYSIA

Tel: 60 3 5544 6000 Fax: 60 3 5510 8095 http://www.sirim.my

E-mail: msonline@sirim.my

# **Contents**

			Page	
		epresentation		
		eword		
Fore	word		<b>v</b>	
Intr				
1	Scop		1	
2	Norn	ative references	1	
3	Term	s and definitions	1	
4	Context of the organization			
	4.1	Understanding the organization and its context	8	
	4.2	Understanding the needs and expectations of workers and other interested parties.	8	
	4.3	Determining the scope of the OH&S management system		
	4.4	OH&S management system		
5		ership and worker participation		
	5.1	Leadership and commitment		
	5.2	OH&S policy		
	5.3 5.4	Organizational roles, responsibilities and authorities Consultation and participation of workers		
_				
6	<b>Plan</b> i 6.1	Actions to address risks and opportunities		
	0.1	6.1.1 General		
		6.1.2 Hazard identification and assessment of risks and opportunities		
		6.1.3 Determination of legal requirements and other requirements		
		6.1.4 Planning action	13	
	6.2	OH&S objectives and planning to achieve them		
		6.2.1 OH&S objectives		
		6.2.2 Planning to achieve OH&S objectives		
7		ort		
	7.1	Resources		
	7.2 7.3	Competence Awareness		
	7.3 7.4	Communication		
	,	7.4.1 General		
		7.4.2 Internal communication		
		7.4.3 External communication		
	7.5	Documented information		
		7.5.1 General 7.5.2 Creating and updating		
		7.5.2 Creating and updating		
•				
8	_	operational planning and control		
	8.1	8.1.1 General		
		8.1.2 Eliminating hazards and reducing OH&S risks		
		8.1.3 Management of change		
		8.1.4 Procurement	18	
	8.2	Emergency preparedness and response	19	
9	Performance evaluation1			
	9.1	Monitoring, measurement, analysis and performance evaluation	19	
		9.1.1 General		
	0.2	9.1.2 Evaluation of compliance		
	9.2	Internal audit		
		9.2.2 Internal audit programme		
	9.3	Management review		

# MS ISO 45001:2018

10	Improvement		.22
	10.1	General	22
		Incident, nonconformity and corrective action	.22
		Continual improvement	23
Annex A (informative) Guidance on the use of this document			
Biblio	graphy		40

## **Committee representation**

The Industry Standards Committee on Occupational Safety and Health (ISC W) under whose authority this Malaysian Standard was adopted, comprises representatives from the following organisations:

Business Council for Sustainability and Responsibility Malaysia

Chemical Industries Council of Malaysia

Construction Industry Development Board Malaysia

Department of Agriculture Malaysia

Department of Chemistry, Malaysia

Department of Environment

Department of Occupational Safety and Health Malaysia

Department of Standards Malaysia

Energy Commission

Federation of Malaysian Manufacturers

Fire and Rescue Department of Malaysia Lloyd's Register Technical Services Sdn Bhd

Malaysian Employers Federation

Malaysian Industrial Hygiene Association
Malaysian International Chamber of Commerce and Industry

Malaysian Nuclear Agency

Malaysian Society for Occupational Safety and Health

Malaysian Trades Union Congress

Minerals and Geoscience Department Malaysia

Ministry of Health Malaysia

Ministry of International Trade and Industry

National Institute of Occupational Safety and Health

SIRIM Berhad (Secretariat)

SIRIM QAS International Sdn Bhd

SME Corporation Malaysia

The Institution of Engineers, Malaysia

Universiti Kebangsaan Malaysia

Universiti Teknologi MARA

The Technical Committee on Safe System of Work and Practices in Occupational Setting which recommended the adoption of the ISO Standard as Malaysian Standard consists of representatives from the following organisations:

Department of Occupational Safety and Health Malaysia

Department of Chemistry, Malaysia

Malaysian Agricultural Producers Association

Malaysian Employers Federation

Malaysian Trades Union Congress

Ministry of Health Malaysia

NIOSH Certification Sdn Bhd

National Institute of Occupational Safety and Health

Public Work Department Malaysia

SIRIM Berhad (Secretariat)

SIRIM QAS International Sdn Bhd

Social Security Organisation

The Institution of Engineers, Malaysia

Universiti Putra Malaysia

#### Co-opted members:

Business Council for Sustainability and Responsibility Malaysia Global Institute of Safety Management Sdn Bhd

#### MS ISO 45001:2018

#### **National foreword**

The adoption of the ISO Standard as a Malaysian Standard was recommended by the Technical Committee on Safe System of Work and Practices in Occupational Setting under the authority of the Industry Standards Committee on Occupational Safety and Health.

This Malaysian Standard is identical with ISO 45001:2018, *Occupational health and safety management systems - Requirements with guidance for use*, published by the International Organization for Standardization (ISO). However, for the purposes of this Malaysian Standard, the following apply:

- a) in the source text, "this International Standard" should read "this Malaysian Standard";
   and
- b) the comma which is used as a decimal sign (if any), to read as a point.

Compliance with a Malaysian Standard does not of itself confer immunity from legal obligations.

NOTE. IDT on the front cover indicates an identical standard i.e. a standard where the technical content, structure, and wording (or is an identical translation) of a Malaysian Standard is exactly the same as in an International Standard or is identical in technical content and structure although it may contain the minimal editorial changes specified in clause 4.2 of ISO/IEC Guide 21-1.

## Foreword

ISO (the International Organization for Standardization) is a worldwide federation of national standards bodies (ISO member bodies). The work of preparing International Standards is normally carried out through ISO technical committees. Each member body interested in a subject for which a technical committee has been established has the right to be represented on that committee. International organizations, governmental and non-governmental, in liaison with ISO, also take part in the work. ISO collaborates closely with the International Electrotechnical Commission (IEC) on all matters of electrotechnical standardization.

The procedures used to develop this document and those intended for its further maintenance are described in the ISO/IEC Directives, Part 1. In particular the different approval criteria needed for the different types of ISO documents should be noted. This document was drafted in accordance with the editorial rules of the ISO/IEC Directives, Part 2 (see <a href="www.iso.org/directives">www.iso.org/directives</a>).

Attention is drawn to the possibility that some of the elements of this document may be the subject of patent rights. ISO shall not be held responsible for identifying any or all such patent rights. Details of any patent rights identified during the development of the document will be in the Introduction and/or on the ISO list of patent declarations received (see <a href="www.iso.org/patents">www.iso.org/patents</a>).

Any trade name used in this document is information given for the convenience of users and does not constitute an endorsement.

For an explanation on the voluntary nature of standards, the meaning of ISO specific terms and expressions related to conformity assessment, as well as information about ISO's adherence to the World Trade Organization (WTO) principles in the Technical Barriers to Trade (TBT) see the following URL: <a href="https://www.iso.org/iso/foreword.html">www.iso.org/iso/foreword.html</a>.

This document was prepared by Project Committee ISO/PC 283, *Occupational health and safety management systems*.