



**SPECIFIC PROVISIONS FOR THE ACCREDITATION OF  
CERTIFICATION BODIES IN THE FIELD OF  
OCCUPATIONAL HEALTH AND SAFETY  
MANAGEMENT SYSTEMS  
(ISO 45001)**

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## DOCUMENT HISTORY

<b>Revision and date of approval</b>	<b>Reason for revision</b>	<b>Impact of revision</b>
<b>0</b> <b>CC 10.01.2019</b>	New document	
<b>1</b> <b>CC 29.06.2020</b>	New version of the IAF MD 5, IAF MD 17, and IAF MD 22	Full document

# **SPECIFIC PROVISIONS FOR THE ACCREDITATION OF CERTIFICATION BODIES IN THE FIELD OF OCCUPATIONAL HEALTH AND SAFETY MANAGEMENT SYSTEMS (ISO 45001)**

## **1. OBJECTIVES**

This document is intended to document the specific requirements and guidelines that shall apply for the accreditation of certification bodies in the field of Occupational Health and Safety Management Systems (ISO 45001).

It includes in particular:

- The specific requirements and guidelines related to the organization and operation of the certification body;
- The specific requirements and guidelines applicable to BELAC.

The specific requirements and guidelines for the direct performance of the conformity assessment activities are not detailed in the present document but a reference to the relevant documents is included.

The specific requirements and guidelines

- are only endorsed when they comply with the general criteria documented in BELAC document 1-03;
- complement the requirements and guidelines that are in force to all BELAC accreditation activities.

## **2. RECIPIENTS**

With follow up of modifications:

- Members of the Coordination Commission
- Members of the Accreditation Board
- Accreditation secretariat
- Assessors and experts
- Accredited bodies

Without follow up of the modifications:

- Any external request

### 3. DESCRIPTION OF THE ACTIVITY AND RERENCES TO NORMATIVE DOCUMENTS

3.1 Identification of the activity	<b>OH&amp;SMS</b>
3.2 Type(s) of conformity assessment and accreditation standard	Certification of occupational health and safety management system according to ISO 45001 <ul style="list-style-type: none"> <li>• Accreditation according to EN ISO 17021-1</li> </ul>
3.3 Classification(s) according to BELAC 6-017	<b>7.14</b>
3.4 Reference document(s) for the activity ( <i>hereafter named “the scheme”</i> ), including the publication date or a version number	<ul style="list-style-type: none"> <li>• ISO 45001:2018</li> <li>• ISO/IEC TS 17021-10:2018</li> <li>• IAF MD 21:2018 (Requirements for the Migration to ISO 45001:2018 from OHSAS 18001:2007)</li> <li>• IAF MD 22:2019 (Application of ISO/IEC 17021-1 for the Certification of Occupational Health and Safety Management Systems (OH&amp;SMS))</li> <li>• BELAC 2-312               <ul style="list-style-type: none"> <li>○ IAF MD 5:2019</li> <li>○ IAF ID 1:2014</li> </ul> </li> <li>• BELAC 2-314               <ul style="list-style-type: none"> <li>○ EA-7/04 M:2017</li> </ul> </li> <li>• BELAC 3-12               <ul style="list-style-type: none"> <li>○ IAF MD 17:2019</li> </ul> </li> </ul> <p><a href="http://www.european-accreditation.org">www.european-accreditation.org</a>  <a href="http://www.iaf.nu">www.iaf.nu</a></p>
3.5 Body responsible for the development and maintenance of the scheme ( <i>hereafter named « the scheme owner »</i> )	ISO

#### **4. REQUIREMENTS ON THE MIGRATION TO ISO 45001:2018 FROM OHSAS 18001:2007**

Migration policies have been developed in document IAF MD 21 for migration of OHSAS 18001:2007 to ISO 45001:2018 by the same Certification Body.

Due to the fact that BELAC did not offer OSHAS 18001 accreditation, specific consideration is given when a Belgian certification body wants to transfer an existing OSHAS 18001 accreditation, issued by an EA accreditation body, to ISO 45001 to the same the Belgian juridical entity.

In this case BELAC will handle the transfer and migration as an assessment with a limited scope as to review the gap analysis and implementation of the gap analysis. Witnessing is performed for a sample of the scope.

In case of a transfer of an ISO 45001 accreditation (issued by an EA accreditation body, to the same the Belgian juridical entity), standard transfer arrangements apply.

In all other cases migration from OSHAS 18001 to ISO 45001 will be treated as an extension of the scope or initial audit.

#### **5. SPECIFIC REQUIREMENTS APPLICABLE TO THE CONFORMITY ASSESSMENT BODY (IAF MD 22 and ISO 17021-10)**

##### **5.1. Extra requirements**

During the accreditation assessments according to EN ISO/IEC 17021-1:2015 for certification to ISO 45001, a specific evaluation to IAF MD 22, IAF MD 17 and ISO/IEC TS 17021-10 is required to establish the compliance with the specific requirements listed hereafter; the relevant information will be included in the assessment report.

National legislation will prevail in case of conflict with this document.

Although IAF MD 22 is not fully *reflected* in this document, it is fully applicable.

IAF MD 22 includes two normative appendices which introduce specific OH&SMS requirements to the following documents:

Appendices	Source document	BELAC document
Appendix A - Legal Compliance as a Part of Accredited OH&SMS Certification	EA-7/04 M:2017	BELAC 2-314
Appendix B - Scope of Accreditation	IAF-ID1:2014	BELAC 2-312

IAF MD 5 (BELAC 2-312) specifies requirements for Determination of Audit Time of Occupational Health and Safety Management Systems.

IAF MD 17 specifies requirements for Witnessing Activities for the Accreditation of OH&SMS Certification Bodies (see §7)

## 5.2. Cross-reference of requirements of ISO 17021-1, IAF MD 22 and ISO 17021-10

EN ISO/IEC 17021-1:2015	Specific requirement of IAF MD 22	Specific requirement of ISO/IEC TS 17021-10
3.3 Management system consultancy	G 3.3 OH&SMS consultancy	
4.2.1 Parties that have an interest in certification	G 4.2.1 parties that have an interest in an OH&SMS certification	
5.2 Management of impartiality		
5.2.3 risk assessment process - consultation with appropriate interested parties	G 4.2.1 parties that have an interest in an OH&SMS certification	
7.1.2 Determination of competence criteria	G 7.1.2 OH&SMS technical area	§3.1 OH&SMS technical area
8.5.3 Notice of changes by a certified client	G 8.5.3 occurrence of a serious incident or breach of regulation	
9.1 Pre-certification Activities		
9.1.1 Application	G.9.1.1 identification of the key hazards and OH&S risks	
9.1.4 Determining audit time	G 9.1.4 audit time of OH&SMS audits + IAF MD 5	
9.1.5 Multi-site sampling	G 9.1.5 evaluation of the level of OH&S risks + clause 10 of IAF MD 5	
9.2 Planning Activities		
9.2.1.2 b) audit objectives – applicable statutory, regulatory and contractual requirements	Appendix A Legal Compliance as a Part of Accredited OH&SMS Certification	
9.2.1.3 The audit scope	G.9.2.1.3 OH&SMS organization's control or influence	
9.4 Conducting Audits		
9.4.4.2 Methods to obtain information	G 9.4.4.2 interview of personnel	
9.4.5.3 finding of nonconformity	G 9.4.5.3 non-compliance with relevant regulatory requirements	
9.4.7.1 formal closing meeting with the client's management and those responsible for the functions or processes audited	G 9.4.7.1 OH&S management and personnel	
9.6 Maintaining Certification		
9.6.4.2 Short-notice audits	G 9.6.4.2 serious incident related to occupational health and safety	
9.6.5.2 Suspend certification	G 9.6.5.2 actions where the system seriously failed to meet the OH&S certification requirements	

Annex A Required knowledge and skills		
A.2 Competence requirements for management systems auditors		5 Competence requirements for OH&S management systems auditors
A.2.1 Knowledge of business management practices		5.4 Leadership, consultation and participation of workers
A.2.3 Knowledge of specific management system standards/normative documents		5.1 General
		5.2 Terminology, principles processes and concepts of OH&S
A.2.5 Knowledge of client's business sector		5.5 Legal requirements and other requirements
		5.6 OH&S risk, OH&S opportunities and other risks and opportunities
		5.7 Emergency preparedness and response
		5.8 Performance evaluation
		5.9 Eliminating hazards and reducing OH&S risks
		5.10 Incident investigation
A.2.6 Knowledge of client products, processes and organization		5.3 Context of the organization
A.3 Competence requirements for personnel reviewing audit reports and making certification decisions		6 Competence requirements for personnel reviewing audit reports and making certification decisions
A.3.1 Knowledge of audit principles, practices and techniques		6.3 Leadership, consultation and participation of workers
A.3.2 Knowledge of specific management system standards/normative documents		6.1 Terminology, principles processes and concepts of OH&S
A.3.4 Knowledge of client's business sector		6.2 Context of the organization
		6.4 Legal requirements and other requirements
		6.5 OH&S risk, OH&S opportunities and other risks and opportunities
		6.6 Performance evaluation
		6.7 Eliminating hazards and reducing OH&S risks
		6.8 Incident investigation
A.4 Competence requirements for personnel conducting the application review to determine audit team competence required, to select the audit team members, and to determine the audit time		7 Competence requirements for other certification personnel



<p>A.4.1 Knowledge of specific management system standards/normative documents</p> <p>A.4.4 Knowledge of client products, processes and organization</p>		<p>7.1 Terminology, principles processes and concepts of OH&amp;S</p> <p>7.2 Context of the organization</p>
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## 6. PRESENTATION OF THE SCOPE OF ACCREDITATION (IAF MD 22 Appendix B)

Accreditation assessments shall be against ISO/IEC 17021-1.

The accredited scope of an OH&SMS Certification Body shall be expressed in terms of one or more elements from the list of economic activities reported in the Annex of the Document IAF ID 1, as amended for OH&SMS in the following table.

**Table 1 OH&SMS Accreditation Scope**

IAF code	Description of economic sector/activity	NACE – Division /Group/Class (rev.2)
1	Agriculture, forestry and fishing	01, 02, 03
2	Mining and quarrying	05, 06, 07, 08, 09
3	Food products, beverages and tobacco	10, 11, 12
4	Textiles and textile products	13, 14
5	Leather and leather products	15
6	Wood and wood products	16
7	Pulp, paper and paper products	17
8	Publishing companies	58.1, 59.2
9	Printing companies	18
10	Manufacture of coke and refined petroleum products	19
11	Nuclear fuel	24.46, 20.13 (only in scope of radioactive material)
12	Chemicals, chemical products and fibres	20 (except scope of radioactive material)
13	Pharmaceuticals	21
14	Rubber and plastic products	22
15	Non-metallic mineral products	23, except 23.5 and 23.6
16	Concrete, cement, lime, plaster etc.	23.5, 23.6
17	Basic metals and fabricated metal products	24 except 24.46, 25 except 25.4, 33.11
18	Machinery and equipment	25.4, 28, 30.4, 33.12, 33.2
19	Electrical and optical equipment	26, 27, 33.13, 33.14, 95.1
20	Shipbuilding	30.1, 33.15
21	Aerospace	30.3, 33.16
22	Other transport equipment	29, 30.2, 30.9, 33.17
23	Manufacturing not elsewhere classified	31, 32, 33.19
24	Recycling	38.3
25	Electricity supply	35.1
26	Gas supply	35.2
27	Water supply	35.3, 36
28	Construction	41, 42, 43
29	Wholesale and retail trade; Repair of motor vehicles, motorcycles and personal and household goods	45, 46, 47, 95.2
30	Hotels and restaurants	55, 56
31	Transport, storage and communication	49, 50, 51, 52, 53, 61

32	Financial intermediation; real estate; renting	64, 65, 66, 68, 77
33	Information technology	58.2, 62, 63.1
34	Engineering services	71, 72, 74 except 74.2 and 74.3
35	Other services	69, 70, 73, 74.2, 74.3, 78, 80, 81, 82
36	Public administration	84
37	Education	85
38	Health and social work	75, 86, 87, 88
39	Other social services	37, 38.1, 38.2, 39, 59.1, 60, 63.9, 79, 90, 91, 92, 93, 94, 96

## 7. WITNESSING ACTIVITIES FOR THE ACCREDITATION OF OCCUPATIONAL HEALTH AND SAFETY MANAGEMENT SYSTEMS (OH&SMS) CERTIFICATION BODIES (IAF MD 17)

Consistent with IAF MD 17 (which is fully applicable), this paragraph specifies the witnessing to be performed in Occupational Health and Safety Management Systems (OH&SMS).

All the IAF codes (see IAF ID1) have been merged into a series of technical clusters for OH&SMS deemed relevant for the purpose of this document.

The specific approach for sampling of scopes is detailed in §6 of BELAC 3-12.

Technical cluster	IAF code	Description of economic sector/activity, according to IAF ID1	Critical code(s)
Agriculture, forestry and fishing	1	Agriculture, forestry and fishing	1
Food	3	Food products, beverages and tobacco	3
	30	Hotels and restaurants	
Mechanical	17	Limited to “Fabricated metal products”	20 and 21
	18	Machinery and equipment	
	19	Electrical and optical equipment	
	20	Shipbuilding	
	21	Aerospace	
	22	Other transport equipment	
Paper	7	Limited to “Paper products”	9
	8	Publishing companies	
	9	Printing companies	
Construction	28	Construction	28
	34	Engineering services	
Goods production	4	Textiles and textile products	[4 (with dyeing) and 5(with tanning)] or 6
	5	Leather and leather products	
	6	Wood and wood products	
	23	Manufacturing not elsewhere classified	
Chemicals	7	Limited to “Pulp and paper manufacturing”	[7 and 10 and 12 and 13 and 16] or 17
	10	Manufacture of coke and refined petroleum products	
	12	Chemicals, chemical products and fibres	
	13	Pharmaceuticals	
	14	Rubber and plastic products	
	15	Non-metallic mineral products	
	16	Concrete, cement, lime, plaster, etc.	
	17	Limited to “Base metals production”	
Mining and quarrying	2	Mining and quarrying	2
Supply	25	Electricity supply	25 or 26
	26	Gas supply	
	27	Water supply	
Transport & Waste management	31	Transport, storage and communication	[31 (limited to dangerous goods), and

	24	Recycling	24] or 39 (limited to NACE 37, 38.1, 38.2, 39)
	39	Other social services	
Services	29	Wholesale and retail trade; Repair of motor vehicles, motorcycles and personal and household goods	29 or 35 or 36
	32	Financial intermediation; real estate; renting	
	33	Information technology	
	35	Other services	
	36	Public administration	
	37	Education	
Nuclear	11	Nuclear fuel	11
Health	38	Health and social work	38

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