

OHS Auditors

Skills and Knowledge Requirements

The following list is generic, some requirements may not be relevant to particular activities.

- 1. Understanding of the OHS management system requirements and principles, and their application, including:**
 - OHS terminology
 - OHS management system principles and their application
 - the requirements of the standard being used for audit
- 2. Appreciation of legal, regulatory and other requirements relevant to OHS sufficient to enable the auditor to evaluate the OHS management system, including:**
 - OHS specific legal, regulatory and other requirements
 - international conventions and treaties on OHS (where relevant)
 - regulatory guidance from regulatory bodies
 - applicable regulatory frameworks
 - sector-specific legal and other requirements
 - industry, trade association and other "best practice" documents
 - employers' association, trades union and customer requirements and agreements
- 3. Understanding of the application of OHS techniques sufficient to enable the auditor to examine the management system and generate appropriate audit findings and conclusions.**

Examples include:

- hazard identification, risk assessment, control determination (and control hierarchy) and risk communication
- the evaluation of health and human factors (including physiological and psychological factors) and the principles for assessing them
- the development, use and evaluation of proactive and reactive performance measures and metrics
- the evaluation of the different types and levels of OHS competence required across an organisation and the assessment of that competence
- the investigation and evaluation of work-related incidents (including accidents and work-related illnesses)
- the encouragement of staff participation and involvement
- the encouragement of staff wellness, well-being and self-responsibility (in relation to smoking, drugs, alcohol, weight related issues, exercise, stress, aggressive behaviour etc.), both within and without working hours

4. Understanding of the information that is fundamental to the process, science and technology underlying the discipline being audited, including:

- the hazards and other factors affecting human performance in the workplace (such as physical, chemical and biological factors, as well as gender, age, handicap or other physiological, psychological or health factors)
- the interaction of humans with machines, processes and the work environment, including: workplace, ergonomic, safe design principles and information and communication technologies
- human behaviour and person to person interactions
- the principles and practices of emergency planning, prevention, response and recovery
- methodologies for exposure monitoring and assessment
- methodologies for incident (including accident and work-related illnesses) investigations
- methodologies for monitoring and reporting on OHS performance
- health-related information (including work-related exposure and illness monitoring data)
- the role of personal confidentiality
- systems of occupational exposure limits

5. Understanding of discipline-specific knowledge related to the particular resources, assets, sector, operation, or workplace being audited for the auditor to evaluate the auditee's activities, services, products and processes:

- processes, equipment, raw materials, hazardous substances, process cycles, maintenance, logistics, workflow organisation, working practices, shift-scheduling, organisational culture, leadership, behaviours, and other issues specific to the operation or sector
- typical hazards and risks, including health and human factors, for the sector
- sector-specific legal and other requirements
- sector-specific OHS risk assessment, risk control and OHS management techniques
- relevant indicators for proactive and reactive performance measures and metrics for the sector