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Secretariat of ISO/PC 283

Date: 28 October 2013

To the Members of  
ISO/PC 283  
Occupational health and safety management systems – Requirements

**Communiqué on the 1<sup>st</sup> meeting of ISO/PC 283**  
**Occupational Health and Safety Management Systems – Requirements**

ISO/Project Committee no. 283 was established in June 2013 by the ISO Technical Management Board (ISO/TMB), following a review of the results of a new work item proposal (NWIP) ballot. The Secretariat was assigned to the British Standards Institution (BSI), with David Smith (UK) as Chairman and Charles Corrie as the Secretary.



David Smith



Charles Corrie

The PC's work is expected to apply the “Annex SL High Level Structure” (from the ISO/IEC Directives, Part 1, Consolidated ISO Supplement, Annex SL, Appendix 2) to ensure that its standard is aligned to other ISO management system standards, particularly ISO 9001 and ISO 14001.

As part of the NWIP documentation a “proof of concept” draft had been included to show how existing OH&S management system requirements could be included within the “Annex SL High Level Structure”. This had been revised by the secretariat in response to the comments received during the NWIP ballot, and had been circulated for review.

The inaugural meeting of the PC was held at the Holiday Inn Hotel, Brentford Lock, London, in the UK, during 21 to 25 October 2013.



Holiday Inn Hotel



Brentford Lock

The meeting was well attended with 83 delegates from 27 Member bodies and 5 Liaison members (with some participating by webinar).



Delegates to the meeting

ISO advised the meeting that the future standard would carry the number ISO 45001 (regrettably the number 18001 has already been assigned to a different standard).

The primary purpose of the inaugural meeting was to review the comments received on the revised “proof of concept” draft and to produce a first Working Draft of ISO 45001.

To do this the PC first had to establish an organizational sub-structure, to manage its work. This led to the establishment of Working Group 1, with Kristian Glaesel (Denmark) as the Convener, and Karin Bagge (Sweden) as Secretary.



Kristian Glaesel



Karin Bagge

Some of the key issues the PC has to resolve within the standard concern: the application of “risk”; “people” under the control of the management system; the understanding of what constitutes the “workplace”; participation in the setting of policies and objectives.

The PC held an "Open Forum" session after the opening plenary meeting to consider these issues, and in order to allow all participants to contribute to the discussions.

The PC also examined the timeframe for the development of ISO 45001, and gave consideration to the merits of following ISO’s “accelerated” 2 year programme versus the “default” 3 year one. It was agreed to follow the 3 year timeframe, which results in a target date for publication of ISO 45001 in October 2016. An outline project plan was developed against this timeframe.

The PC examined the need to develop supporting guidance, and agreed that this was necessary. It also agreed to follow the model established by ISO 14001, of producing such

guidance as an annex to the standard. This decision will need to be referred to the ISO/TMB for confirmation, as the development of guidance would be an extension to the scope of the PC, which is currently limited to developing just “requirements”.

In line with the recommendations of ISO/IEC Directives, Part 1, Consolidated ISO Supplement, Annex SL, Clause SL 8.2.2 for the development of management system standards the PC adopted a "Design Specification" to guide WG1 in the development of ISO 45001; however, instead of fixing this as a rigid specification, the PC decided to keep it as a "live" document, that will be allowed to evolve as necessary.

During the meeting, WG1 sub-divided into 4 Ad Hoc Groups, which were each assigned different sections of the standard to work on. It then reconvened in WG plenaries to check on progress, to do a final review of the work over the week, and to set a number of tasks to be completed before the next meeting (such as examining terms and definitions). A Working Draft will be circulated to the members of the WG in the next few weeks for review, and to provide comments to work on at the next meeting.

The PC gratefully accepted an invitation to hold its next meeting in March in Casa Blanca in Morocco.

In summary, the group, which represented many constituencies, approached the task with great commitment and willingness to share ideas and experiences to help produce the first working draft, and the PC made a good start to its work.

This would not have been achieved without the excellent facilities provided and the wonderful hospitality it received. The PC is grateful to the British Standards Institution (BSI) for having hosted the meeting, and to Ms Annette Bushell and Ms Lorraine Murphy for their excellent support.



Annette Bushell



Lorraine Murphy

**Charles Corrie**

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