

# CSA Z1000 Occupational Health & Safety Management

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**Canadian Standards Association**



Canadian Centre for Occupational Health and Safety  Centre canadien d'hygiène et de sécurité au travail

[www.ccohs.ca](http://www.ccohs.ca)

# CSA Z1000 Occupational Health and Safety Management - Is There a Need?

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There are Canadian standards for most other areas of occupational health and safety such as personal protective equipment, machine guarding etc. but there is no Canadian standard for OHS management.



# CSA Z1000 Occupational Health and Safety Management - Is There a Need?

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Organizations that wish to implement OHS management systems must develop their own requirements, use industry sector guidelines, use other documents such as British Standard 8800, ILO OSHMS, OHSAS 18001

There was no Canadian national Standard



# CSA Z1000 Occupational Health and Safety Management - Benefits

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- Provides a tool to help organizations improve their occupational health and safety performance
- Provides motivation for Canadian organizations to implement an OHS management system that meets the requirements of a recognized standard
- Forms a framework through which all Canadian OHS standards can be appropriately applied



# Z1000 – Technical Committee

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- Equal Representation Among Three Stakeholder Groups (voting members): Business, Labour and Regulators
- Specifically Excluded: 3<sup>rd</sup> Party Certification Bodies
- Limited Associate (non-voting) Membership – Experts, IAPA reps, Consultants



# Consistency with Other Standards

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- ANSI Z10 - 2004 Occupational Health and Safety Management Systems
- ILO – OSH 2001 Guidelines on Occupational Safety and Health Management Systems



# Consistency with Other Standards

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- ISO 14001 Environmental Management Systems (CSA)
- OHSAS 18001 Occupational Health and Safety Management Systems Specification



# Z1000 Principles

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- A tool for achieving high standards of health, safety and wellbeing in the workplace
- Applicable to large, medium or small enterprises
- Performance based





# Z1000 Principles

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- Management commitment and worker participation
- Consistent with other management system standards



# CSA Z1000 Development Project

<b>2004</b>	<b>—1<sup>st</sup> Quarter</b>	▶ Create CSA Technical Committee to start on the drafting of Z1000
	<b>—2<sup>nd</sup></b>	▶ Develop and refine draft standard and issue public review draft
	<b>—3<sup>rd</sup></b>	
	<b>—4<sup>th</sup></b>	
<b>2005</b>	<b>—1<sup>st</sup> Quarter</b>	
	<b>—2<sup>nd</sup></b>	
	<b>—3<sup>rd</sup></b>	▶ Finalize draft for approval by the Technical Committee
	<b>—4<sup>th</sup></b>	
<b>2006</b>	<b>—1<sup>st</sup> Quarter</b>	▶ CSA Z1000 Published



# Z1000 – Key Characteristics

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- Emphasis on the OHSMS Processes rather than just documentation
- Integration of the Canadian Values - Worker Participation
- Special attention given to Change Management



# Z1000 – Key Characteristics

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- Alignment to ISO 9001:2000 QMS and ISO 14001:2004 EMS – Facilitates Integration of Systems
- Focus on the Preventive Behaviors, Using the Hierarchy of Controls to Address OH&S Hazards & Risks
- Specific Attention to Preventive & Protective Measures



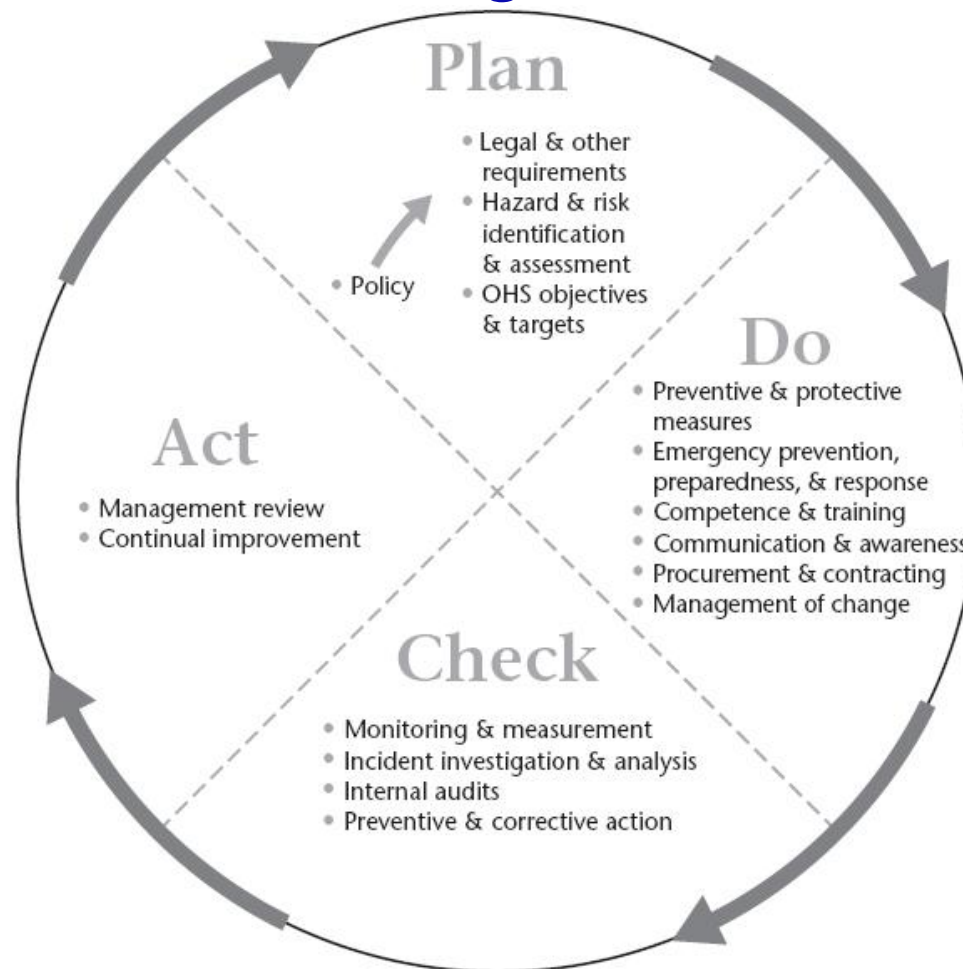
# Overview of Z1000

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1. Commitment, Leadership and Participation
2. Planning
3. Implementation
4. Evaluation and Corrective Action
5. Management Review



# CSA Z1000 System Model



# Guidance Material

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- To assist users, the Z1000 standard consists of a requirements document coupled with guidance material.
- Requirements – focus on what is required
- Guidance – focus on how to meet requirements



# CSA Z1000 Purpose & Scope

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Clause 0 Introduction - establishes the purpose:

**“to enable an organization to improve its occupational health and safety (OHS) performance, and thus reduce or prevent occupational injuries, illnesses and fatalities by:**

**a) establishing, maintaining and improving an OHSMS that will identify and and then eliminate or control all OHS hazards and risks;**





# CSA Z1000 Purpose & Scope

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- b) ensuring conformity with its OHS policy; and**
- c) demonstrating conformity with this standard”**

## Clause 1 Scope

**The standard specifies requirements for an OHSMS, applicable to organizations of any size and type.**



## 4.2 Commitment, Leadership and Participation

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### Management commitment and leadership

- ▶ Senior management leadership and responsibility
- ▶ Designation of a representative of management



## 4.2 Commitment, Leadership and Participation

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### Worker participation

- ▶ Provision of adequate time and resources to participate effectively
- ▶ Identify and remove barriers to participation



## 4.2 Commitment, Leadership and Participation

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### Occupational Health and Safety Policy

- ▶ Commitment to OHS
- ▶ Documented, implemented, maintained, posted and communicated



## 4.3 Planning

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Identify and prioritize hazards, risks, organizational requirements and opportunities for improvement in order to set objectives and targets

Review existing OHSMS or information necessary for establishing an OHSMS



## 4.3 Planning

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**Identify and evaluate compliance with legal and other requirements**

**Develop a process to identify and assess hazards and risks**

- ▶ Guidance material on examples of hazards and risks

**Establish OHS objectives and targets**



# 4.4 Implementation

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## Preventive and protective measures

- ▶ The hierarchy: elimination, substitution, engineering controls, awareness means, administrative controls, PPE

## Emergency prevention, preparedness, and response

- ▶ Procedures to prevent, prepare for and respond



# 4.4 Implementation

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## Competence and training

- ▶ Define competency, ensure workers are competent and aware of requirements

## Communication and awareness

- ▶ Procedures to communicate information, report injuries, illnesses, incidents, hazards and risks, respond to worker and external communications





## 4.4 Implementation (cont'd)

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### Procurement of materials and contractors

- ▶ Process to evaluate materials and eliminate or control associated hazards and risks
- ▶ Procedures to evaluate contractors, hazards and risks to the organization's workers from contractors and vice versa



## 4.4 Implementation (cont'd)

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### Management of change

- ▶ Procedures to identify, assess and eliminate or control OHS hazards and risks from new processes or significant changes

### Documentation: Documents and Records

- ▶ Similar to requirements of other management system standards (e.g. ISO 9001, ISO 14001)



## 4.5 Evaluation and Corrective Action

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### Monitoring and measurement

- ▶ Procedures to monitor, measure and record OHS performance and the effectiveness of the OHSMS

### Injury & incident investigation

- ▶ Procedures for reporting and investigation of injuries, illnesses and OHS incidents including root cause analysis > feedback and continuous improvement



# 4.5 Evaluation and Corrective Action

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## Audits of the OHSMS

- ▶ An audit program

## Preventive and corrective action

- ▶ Use of inputs to address hazards and risks and improve



# 5 Management Review

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Conducted by senior management to determine the suitability, adequacy and effectiveness of the OHSMS

## Continual improvement

- ▶ Improve the effectiveness of the OHSMS



# 5 Management Review

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## Inputs

- ▶ Audit results, feedback from workers, reports on extent to which objectives/targets have been met, status of corrective actions, etc.

## Output

- ▶ Decisions regarding improvements to the OHSMS, allocation of resources, etc.



# Z1000 Annexes

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- Annex A – Guidance Material
- Annex B – Internet Resources
- Annex C – Cross Reference with other related Management System Standards



# Thank you!

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