GUIDANCE FOR THE ACCREDITATION OF OCCUPATIONAL HEALTH AND SAFETY MANAGEMENT SYSTEM CERTIFICATION BODIES

ESYD GA-H&S/01/04/02-10-2020

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Quality Manager of ESYD **Chairman of ESYD**

ESYD assesses and accredits Occupational Health and Safety (OHS) **management system** Certification Bodies (CB) where the following requirements are ~~demanded~~ mandatory:

1. Certification Standard is ISO 45001 (or ELOT 1801 and/or OHSAS 18001 **until their expiry date**) accompanied by relative normative **and regulatory** documents.

~~2.~~ ESYD will assess the competence of the Certification Bodies according to Standard EN ISO/IEC 17021-1, as specified to IAF MD 22, **IAF MD 5, IAF MD 17, EN ISO/IEC 17021-10, as applicable**,

3. The Certification Body shall monitor the development of the relative Standards and the legislation, especially for OHS topics, as specified to Appendix A του IAF MD 22, **as applicable**.

4. Audit duration **is calculated** according to table 1 of Annex C of IAF MD 5, as applicable. Risk levels are defined to Annex 1 of this ESYD mandatory Guidance, **based on table 2 of annex C of IAF MD5, as applicable.**

5. Health and Safety management systems Auditors shall be aware of terminology, principles, processes and perceptions of OH&S and OH&S management. The audit team shall have overall the competency as described in ELOT EN ISO/IEC 17021-10, as applicable. In particular:

5.1 A member with the following **professional**/technical skills:

5.1.1 University Degree from a technical or natural science department and two (2) years working experience following graduation and

- One (1) year postgraduate study on OH&S topics or
- 100-hour training course covering all key aspects of OH&S topics. The training course should cover at least: 1) legislation, inspection tools e.t.c. 2) factors related to working conditions such us natural, chemical, biological, ergonomical, e.t.c. parameters 3) special topics such as sector processes **4) Hazard identification, risk assessment for OH&S, reduction of OH&S risk, 5) Emergency Preparedness and response, 6) Incident investigation.** Training course time does not include the time needed for training on applied OH&S Standard, or

5.1.2 Documented work experience of 1000 hours as Safety Technician (or equivalent responsibility according to local national legislation) in medium and/or high risk organizations, or

5.1.3 Accredited EN ISO/IEC 17024 - person certification for OH&S auditors.

If necessary, an Occupational Physician, according to the Certification Body's documented judgment and applicable national legislation.

5.2 Documented knowledge of legal requirements that apply to the certified organization.

5.3 Audit competence for management systems.

5.4 Proper training, including training on OH&S Standards and relevant experience.

5.5 Knowledge of the processes of the certified organization.

5.6 <u>Knowledge in consultation and participation methodologies</u>

6. Scope of Accreditation shall include the following information:

6.1 Risk category, according to table of Annex 1, of this document

6.2 IAF/EA code and the corresponding activity description according to table of Annex 1, of this document

A) if a OH&S certification body is successfully assessed for a certain risk level, then accreditation is granted also for lower risk levels, if any, within the same IAF/EA code.

B) if a OH&S certification body is successfully assessed for a certain risk level, an application for extension of scope is required for accreditation of higher risk levels within the same IAF/EA code.

7. During ESYD OH&S witnessed assessments, certification bodies shall perform audits of organization's premises and its operational sites. For example: OH&S witnessed assessment of activity IAF/EA 28 - Constructions includes certification body audit of organization's premises and certification body audit of organization's construction sites.

ANNEX 1 - Categories and Risk Levels of Occupational Health and Safety Scopes of Accreditation

IAF/EA CODE[1]	NACE CODES[2]	RISK LEVEL	ACTIVITIES DESCRIPTION
1	3.11	High	Offshore Fishing, Diving Fishing.
	1, 2, 3 (except 3.11)	Medium	Agriculture, Forestry, Farming of animals, Hunting, Fishing (except Offshore Fishing, Diving Fishing).
2	5, 7 ,8, 9 (except 9.10)	High	Mining and Quarrying (except extraction of crude petroleum and natural gas).
	6, 9.10	High	Extraction of crude petroleum and natural gas and auxiliary supporting activities.
3	10.11 (partially)	High	Slaughter houses.
	10 (except Slaughter houses),11,12	Medium	Manufacture of food products (except Slaughter houses), beverages and tobacco.
4	13.30	High	Fabric dyeing, printing, finishing.
	13 (except 13.30), 14	Medium	Manufacture of textiles and textile products (except Fabric dyeing, printing, finishing)
5	15.11	High	Tanning of leather.
	15 (except 15.11)	Medium	Manufacture of leather and leather products (except tanning of leather).
6	16	Medium	Manufacture of wood and wood products.

IAF/EA CODE[1]	NACE CODES[2]	RISK LEVEL	ACTIVITIES DESCRIPTION
7	17.11	High	Manufacture of pulp.
	17 (except 17.11)	Medium	Manufacture of paper and paper products.
8	58.1, 59.2	Medium	Publishing.
9	18.1	Medium	Printing.
10	19	High	Manufacture of coke. Manufacture of refined petroleum products.
11	24.46	High	Nuclear fuel.
12	20	High	Manufacture of chemicals, chemical products.
13	21	High	Manufacture of basic pharmaceutical products.
14	22	Medium	Manufacture of rubber and plastic products.
15	23.14, 23.3	High	Manufacture of ceramic and of glass fibres.
	23 (except 23.14, 23.3, 23.5, 23.6)	Medium	Manufacture of non-metallic mineral products (except ceramic and of glass fibres concrete, cement, lime, plaster etc).
16	23.5, 23.6	High	Manufacture of concrete, cement, lime, plaster etc.

IAF/EA CODE[1]	NACE CODES[2]	RISK LEVEL	ACTIVITIES DESCRIPTION
17	24 (except 24.46)	High	Manufacture of basic metals.
	25.1, 25.2, 25.3	High	Manufacture of metal structures. Manufacture of containers of metal, central heating radiators and boilers.
	25.5, 25.6, 25.7, 25.9	Medium	Manufacture of fabricated metal products, except metal structures, containers of metal, central heating radiators and boilers.
18	25.4, 30.4	High	Manufacture of weapons, ammunition and military fighting vehicles.
	28, 33.12, 33.2	Medium	Manufacture of machinery and equipment.
19	26.6	High	Manufacture of irradiation, electromedical and electrotherapeutic equipment.
	27.2	High	Manufacture of heavy metal accumulators.
	26 (except 26.6) 27 (except 27.2), 33.13, 33.14, 95.1	Medium	Manufacture of electrical and optical equipment, except heavy metal accumulators, irradiation, electromedical and electrotherapeutic equipment.
20	30.1, 33.15	High	Shipbuilding and repairing of ships.
	33.15	**Medium**	**Maintenance and repair of recreational crafts, boats and marine engines**
21	30.3, 33.16	High	Manufacture of aircraft.
22	29, 30.2, 30.91	High	Manufacture of motor vehicles, trailers and semi-trailers. Manufacture of railway locomotives and rolling stock. Manufacture of motorcycles.
	30.92, 30.99, 33.17	Medium	Manufacture of bicycles and invalid carriages, Manufacture of other transport equipment. Repair and maintenance of other transport equipment (except repair of motor vehicles and motorcycles 45.2, 45.4).

IAF/EA CODE[1]	NACE CODES[2]	RISK LEVEL	ACTIVITIES DESCRIPTION
23	31, 32, 33.19	Medium	Other manufacturing except IAF/EA Codes 4, 5, 6, 7, 14, 15, 17, 18, 19, 20, 21, 22.
24	38.3	High	Hazardous materials recovery, paper recovery.
	38.3	Medium	Non-hazardous materials recovery.
25	35.11, 35.12, 35.13	High	Production, transmission and distribution of electricity.
	35.14	Medium	Trade of electricity.
26	35.2	High	Gas supply.
27	35.3, 36	Medium	Water supply.
28	41, 42, 43	High	Construction of buildings and civil engineering works.
29	46.71, 46.75	High	Wholesale of solid, liquid and gaseous fuels and related products. Wholesale of chemical products.
	45.2, 45.4, 47.3, 95.2	Medium	Repair of motor vehicles and motorcycles. Retail sale of automotive fuel in specialised stores. Repair of personal and household goods.
	45 (except 45.2, 45.4), 46 (except 46.71, 46.75), 47 (except 47.3)	Low	Wholesale and retail trade. Personal and household goods.

IAF/EA CODE[1]	NACE CODES[2]	RISK LEVEL	ACTIVITIES DESCRIPTION
30	55 (except 55.3)	Medium	Hotels except camping grounds.
	56, 55.3	Low	Restaurants and camping grounds.
31	49.2, 49.4, 49.5, 50.2, 50.4, 51.2	High	Transport or storage of hazardous materials. Warehousing and support activities for transportation of hazardous materials.
	49.2, 49.4, 49.5, 50.2, 50.4, 51.2, 52, 53	Medium	Transport or storage of non-hazardous materials. Warehousing and support activities for transportation of non-hazardous materials.
	49.1, 49.3, 50.1, 50.3, 51.1	Medium	Transport of passengers.
	61, 53	Low	Telecommunications, postal and courier activities.
32	64, 65, 66, 68, 77	Low	Financial intermediation. Real estate activities. Renting.
33	58.2, 62, 63.1	Low	Information technology.
34	72.1	High	Research and experimental development on natural sciences and engineering.
	71.2, 72.2, 74 (except 74.2,74.3)	Medium	Technical testing and analysis. Research and experimental development on social sciences and humanities. Other professional, scientific and technical activities.
	71.1	Low	Architectural and engineering activities.

IAF/EA CODE[1]	NACE CODES[2]	RISK LEVEL	ACTIVITIES DESCRIPTION
35	**80**	**Medium**	**Security and investigation activities**
	69, 70, 73, 74.2, 74.3, 78, 81 (except 81.2), 82	Low	Other services, except trade, hotels, restaurants, transport, financial intermediation, real estate, information technology, education, health and social work.
	81.2	Medium	Cleaning activities.
36	84.22, 84.24, 84.25	High	Defence activities. Public order and safety activities. Fire service activities.
	84 (except 84.22, 84.24, 84.25)	Low	Public administration, except defence activities, public order and safety activities and fire service activities.
37	85.4, 85.59	High	Higher, technical and vocational secondary education with laboratories. Lifeguard education. Diving education. Medical and nursing Education.
	85.32, 85.4, 85.51. 85.53, 85.59	Medium	Sports and recreation education. Driving school activities.
	85.1, 85.2, 85.31, 85.4, 85.52, 85.59, 85.6	Low	**Higher, technical and vocational secondary education without laboratories.** Pre-primary education. Primary education. General secondary education. Higher non-technical education. Cultural education. Other education except lifeguard education and diving education. Educational support activities.
38	86, 75, 87, 88	High	Health and social work.

IAF/EA CODE[1]	NACE CODES[2]	RISK LEVEL	ACTIVITIES DESCRIPTION
39	37, 38.12, 38.2, 39	High	Sewerage. Collection of hazardous waste. Waste treatment and disposal. Remediation activities and other waste management services.
	38.11, 38.21	Medium	Collection and disposal of non-hazardous waste.
	59.1, 60, 63.9, 79, 90, 91, 92, 93, 94, 96	Low	Other social services except education, health social work services, collecting, transporting, processing and disposal of sewage.

[1] *According to IAF ID 1:2020.*

[2] Some Nace codes correspond to two or three risk levels.