
**Sistemi vodenja varnosti in zdravja pri delu – Smernice za izvajanje
standarda OHSAS 18001:2007**

Occupational health and safety management systems – Guidelines for the
implementation of OHSAS 18001:2007

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NACIONALNI UVOD

Tehnična specifikacija SIST-TS BS OHSAS 18002 (sl, en), Sistemi vodenja varnosti in zdravja pri delu – Smernice za izvajanje standarda OHSAS 18001:2007, 2012, ima status slovenske tehnične specifikacije in je enakovredna BS OHSAS 18002 (en), Occupational health and safety management systems – Guidelines for the implementation of OHSAS 18001:2007, 2008.

NACIONALNI PREDGOVOR

BS OHSAS 18002:2008 je pripravil tehnični odbor BSI HS/1 Vodenje varnosti in zdravja pri delu. Slovenska tehnična specifikacija SIST-TS BS OHSAS 18002:2012 je prevod angleškega besedila BS OHSAS 18002:2008. V primeru spora glede besedila slovenskega prevoda v tej tehnični specifikaciji je odločilni izvorni BS OHSAS 18002:2008 v angleškem jeziku. Slovensko-angleško izdajo tehnične specifikacije je pripravil SIST/TC VZK Vodenje in zagotavljanje kakovosti.

ZVEZE S STANDARDI

S privzemom BS OHSAS 18002:2008 veljajo za omejeni namen referenčnih standardov vsi standardi, navedeni v izvorniku, razen standardov, ki smo jih že sprejeli v nacionalno standardizacijo:

SIST EN ISO 9000:2005 (sl,en)	Sistemi vodenja kakovosti – Osnove in slovar (ISO 9000:2005)
SIST EN ISO 9001:2008 (sl,en)	Sistemi vodenja kakovosti – Zahteve (ISO 9001:2008)
SIST EN ISO 14001:2005 (sl,en)	Sistemi ravnanja z okoljem – Zahteve z navodili za uporabo (ISO 14001:2004)
SIST ISO 7000:2004 (en,fr)	Grafični simboli za uporabo na opremi – Kazalo in pregled
SIST ISO 7001:2008 (en)	Grafični simboli – Simboli za javno informiranje
SIST ISO 7010:2010 (en)	Grafični simboli – Opozorilne barve in opozorilni znaki – Opozorilni znaki, ki se uporabljajo na delovnih in javnih območjih
SIST EN ISO 12100:2011 (en,fr,ne)	Varnost strojev – Splošna načela načrtovanja – Ocena tveganja in zmanjšanje tveganja (ISO 12100:2010)
SIST EN 61508-5:2011 (en)	Funkcijska varnost električnih/elektronskih/elektronsko programirljivih varnostnih sistemov – 5. del: Primeri metod za ugotavljanje ravni celovite varnosti (IEC 61508-5:2010)

OSNOVA ZA IZDAJO TEHNIČNE SPECIFIKACIJE

- Privzem BS OHSAS 18002:2008.

OPOMBA:

- Nacionalni uvod in nacionalni predgovor nista sestavni del tehnične specifikacije.

Informacije glede objave

Ta britanski standard je izdal Britanski inštitut za standardizacijo (BSI) in stopi v veljavo dne... Je uradna britanska izvedba standarda OHSAS 18002:2008, ki nadomešča standard OHSAS 18002:2000.

BS OHSAS 18002 bo vzdrževan v skladu z vsemi spremembami standarda OHSAS 18002, ki jih bo odobril tehnični odbor BSI HS/1 Vodenje varnosti in zdravja pri delu, ki je v Združenem kraljestvu zbiral pripombe na drugi delovni osnutek OHSAS 18002 in predložil svoje prednostno stališče.

Seznam organizacij, ki so bile zastopane v tem odboru, je na zahtevo na voljo v tajništvu odbora.

Zveza s standardi

BS OHSAS 18002 je eden od treh povezanih dokumentov o sistemih vodenja varnosti in zdravja pri delu, ki jih je od junija 2007 dalje izdal BSI. Prvi je bil BS OHSAS 18001:2007, ki opredeljuje, kaj mora organizacija vzpostaviti, da izpolni merila za vodenje varnosti in zdravja pri delu.

BS OHSAS 18002:2008 je standard, ki daje smernice, kaj naj organizacija upošteva, ko izvaja in upravlja sistem, ki izpolnjuje zahteve standarda BS OHSAS 18001. Je podporni usmerjevalni dokument k BS OHSAS 18001:2007 in ne predpisuje nikakršnih dodatnih zahtev.

BS 18004:2008, Vodilo za doseganje uspešnega delovanja na področju varnosti in zdravja pri delu, daje napotke dobre prakse vodenja varnosti in zdravja ter gradi na napotkih iz vodila HSG 651.¹

Strukturiran v okviru OHSAS 18001 daje ta standard napotke v skladu z razvojem dogodkov na področju vodenja varnosti in zdravja v Združenem kraljestvu z obsežnimi dodatki za podporo tistim organizacijam, ki želijo na tem področju dobro delovati.

Poslovni in pravni vidiki

V ZK in na splošno v Evropi obstajajo različne zakonske zahteve za varnost in zdravje pri delu, ki se nanašajo na morebitne škodljive vplive delovnih aktivnosti ter ki segajo izven neposrednega delovnega mesta in zadevajo tiste, ki bi utegnili biti zaradi aktivnosti na delovnem mestu ogroženi (glej opombo k točki 3.12, definiciji varnosti in zdravja pri delu). Za organizacijo je bistvenega pomena, da pri vzpostavljanju, izvajanju in vzdrževanju svojega sistema varnosti in zdravja pri delu upošteva zadeve, ki jih obravnavajo te zakonske zahteve – zlasti pri identificiranju nevarnosti ter ocenjevanju in obvladovanju tveganja (glej 4.3.1 in 4.3.2). Zato je treba ta standard brati v povezavi s standardom BS 18004 in vodilom HSG 65, ki dajeta napotke dobre prakse za skladnost s takimi zakonskimi zahtevami v ZK.

Ta publikacija ne vključuje vseh potrebnih določb pogodbe. Uporabniki so sami odgovorni za njeno pravilno uporabo.

Skladnost z britanskim standardom uporabnikov ne odvezuje od zakonskih obveznosti.

Informacije glede objave in avtorskih pravic

V obvestilu BSI o avtorskih pravicah, ki je prikazano v tem dokumentu, je označen datum izdaje dokumenta.

Zgodovina objav

Prvič objavljen novembra 2008

Spremembe, izdane po prvi objavi

Št. spremembe	Datum	Spremenjeno besedilo:
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¹ HSG 65, *Uspešno vodenje varnosti in zdravja*

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<https://standards.iteh.ai/catalog/standards/sist/e9468733-3148-4f83-9df3-dda60ff3dc24/sist-ts-bs-ohsas-18002-2012>

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Zahvala

Spodaj naštetim organizacijam gre priznanje za njihovo pomoč pri pripravi te izdaje standarda OHSAS 18002 oziroma za njihovo splošno podporo standardom OHSAS.

AFAQ EAQA

American industrial Hygiene Association (AIHA)

American Society of Safety Engineers (ASSE)

Asociación Española de normalización y Certificación (AENOR)

Association of British Certification Bodies (ABCB)

British Standards institution (BSI)

Bureau Veritas Certification

Cfieský normalizační institut (CNI)

Comisión Federal de Electricidad (CFE),
(Gerencia de la seguridad industrial)

Czech Accreditation Institute (CAI)

Det norske Veritas (DNV)

DS Certification A/S

EEF the manufacturers' organisation

ENLAR Compliance Services, Inc.

Estonian Centre for Standardisation (EVS)

Health and Safety Executive²

Hong Kong Quality Assurance Agency (HKQAA)

IMS Risk Solutions

Institute for Standardization of Serbia (ISS)

Institution of Occupational Safety and Health (IOSH)

Instituto Argentino de normalización y Certificación (IRAM)

Instituto Colombiano de Normas Técnicas y Certificación (ICONTEC)

Instituto de Normas Técnicas de Costa rica (INTECO)

Instituto Mexicano de Normalización y Certificación, A.C. (IMNC, A.C.)

Acknowledgement

The following organizations are included in this listing either to recognize their assistance in the development of this edition of OHSAS 18002, or to recognize their general support of the OHSAS standards.

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Instituto de Normas Técnicas de Costa rica (INTECO)

Instituto Mexicano de Normalización y Certificación, A.C. (IMNC, A.C.)

² Health and Safety Executive kot regulativni organ, odgovoren za varnost in zdravje v Veliki Britaniji, želi poudariti, da opiranje na standard OHSAS organizacij ne odvezuje od izpolnjevanja nobene od njihovih zakonskih obveznosti glede varnosti in zdravja po zakonodaji Anglije in Walesa ter Škotske.

² As the regulatory authority responsible for health and safety in Great Britain, the Health and Safety Executive would wish to make it clear that reliance on the OHSAS Standard by organizations will not absolve them from compliance with any of their legal health and safety obligations under the laws of England and Wales, and Scotland.

Instituto Uruguayo de Normas Técnicas (UNIT)	Instituto Uruguayo de Normas Técnicas (UNIT)
ITS Consultants	ITS Consultants
Japan Industrial Safety and Health Association (JISHA)	Japan Industrial Safety and Health Association (JISHA)
Japanese Standards Association (JSA)	Japanese Standards Association (JSA)
Korea Gas Safety Corporation (ISO Certificate Division)	Korea Gas Safety Corporation (ISO Certificate Division)
Lloyds Register Quality Assurance (LRQA)	Lloyds Register Quality Assurance (LRQA)
Management Systems Certification Limited	Management Systems Certification Limited
National Standards Authority of Ireland (NSAI)	National Standards Authority of Ireland (NSAI)
National University of Singapore (NUS)	National University of Singapore (NUS)
Nederlands Normalisatie-instituut (NEN)	Nederlands Normalisatie-instituut (NEN)
NPKF ELECTON	NPKF ELECTON
NQA	NQA
QMI-SAI Global	QMI-SAI Global
SABS Commercial (PTY) Ltd.	SABS Commercial (PTY) Ltd.
Service de Normalisation Industrielle Marocaine (SNIMA)	Service de Normalisation Industrielle Marocaine (SNIMA)
SGS United Kingdom Ltd	SGS United Kingdom Ltd
SIRIM QAS International	SIRIM QAS International
Slovenský ústav technickej normalizácie (SUTN)	Slovenský ústav technickej normalizácie (SUTN)
SPRING Singapore	SPRING Singapore
Standards Institution of Israel (SII)	Standards Institution of Israel (SII)
Sucofindo International Certification Services (SICS)	Sucofindo International Certification Services (SICS)
Swedish Industry Association (SINF)	Swedish Industry Association (SINF)
Swedish Standards Institute (SIS)	Swedish Standards Institute (SIS)
Technofer Ltd.	Technofer Ltd.
TÜV Rheinland Cert GmbH – TÜV Rheinland Group	TÜV Rheinland Cert GmbH – TÜV Rheinland Group
Standards Association of Zimbabwe (SAZ)	Standards Association of Zimbabwe (SAZ)

Prav tako želimo dati priznanje za njihov prispevek tistim številnim organizacijam, ki so si vzele čas in pregledale delovne osnutke OHSAS 18002 in ki so predložile svoje pripombe v razmislek. To nam je zelo pomagalo izboljšati standard in zelo cenimo.

We would also like to recognize the invaluable contribution made by those many organizations who took the time to review the working drafts of OHSAS 18002, and who submitted comments for consideration. This helped us greatly in improving the standard, and is much appreciated.

Predgovor

Smernica za skupino standardov za ocenjevanje varnosti in zdravja pri delu (OHSAS) in standard OHSAS 18001:2007, *Sistemi vodenja varnosti in zdravja pri delu – Zahteve*, sta bila razvita kot odgovor na zahteve odjemalcev po prepoznavnem standardu za sistem vodenja varnosti in zdravja pri delu, ki bi jim omogočal ocenjevanje in certificiranje njihovih sistemov vodenja ter bi jih usmerjal pri izvajanju takega standarda.

OHSAS 18001 je združljiv s standardoma za sisteme vodenja ISO 9001:2008 (kakovost) in ISO 14001:2004 (okolje), da bi organizacije lahko združile sisteme vodenja kakovosti, ravnanja z okoljem ter vodenja varnosti in zdravja pri delu, če bi to želele.

Standard OHSAS 18002 navaja specifične zahteve iz standarda OHSAS 18001 in mu sledi z ustreznimi napotki. Številčenje točk iz OHSAS 18002 je usklajeno s številčenjem v OHSAS 18001. Besedilo v okvirju je dobesedna ponovitev besedila iz OHSAS 18001.

OHSAS 18002 bo pregledan in dopolnjen ali revidiran, ko bo to primerno. Revizije bodo opravljene ob novih izdajah OHSAS 18001 (predvidoma takrat, ko bodo objavljene revidirane izdaje ISO 9001 ali ISO 14001).

Ta standard OHSAS bo razveljavljen z objavo njegove vsebine v mednarodnem standardu ali z objavo kot mednarodni standard.

Ta standard OHSAS je zasnovan skladno s pravili, podanimi v drugem delu Direktiv ISO/IEC.

Ta druga izdaja razveljavlja in nadomešča prvo izdajo (OHSAS 18002:2000), ki je tehnično revidirana.

Glavne spremembe glede na prejšnjo izdajo so naslednje:

- 1) v povezavi z besedilom OHSAS 18001:
 - Večji poudarek je dan pomenu "zdravja".
 - OHSAS 18001 je sedaj poimenovan standard in ne specifikacija ali dokument kot v prejšnjih izdajah. To odraža naraščajoče sprejemanje OHSAS 18001

Foreword

This Occupational Health and Safety Assessment Series (OHSAS) guideline, and OHSAS 18001:2007, *Occupational health and safety management systems – Requirements*, have been developed in response to customer demand for a recognizable occupational health and safety management system standard against which their management systems can be assessed and certified, and for guidance on the implementation of such a standard.

OHSAS 18001 is compatible with the ISO 9001:2008 (Quality) and ISO 14001:2004 (Environmental) management systems standards, in order to facilitate the integration of quality, environmental and occupational health and safety management systems by organizations, should they wish to do so.

OHSAS 18002 quotes the specific requirements from OHSAS 18001 and follows with relevant guidance. The clause numbering of OHSAS 18002 is aligned with that of OHSAS 18001. Text given within an outlined box is an exact duplication of text from OHSAS 18001.

OHSAS 18002 will be reviewed and amended or revised when considered appropriate. Reviews will be conducted when new editions of OHSAS 18001 are published (expected when revised editions of either ISO 9001 or ISO 14001 are published).

This OHSAS Standard will be withdrawn on publication of its contents in, or as, an international Standard.

This OHSAS Standard has been drafted in accordance with the rules given in the ISO/IEC directives, Part 2.

This second edition cancels and replaces the first edition (OHSAS 18002:2000), which has been technically revised.

The principal changes with respect to the previous edition are as follows:

- 1) in relation to the revised text of OHSAS 18001:
 - The importance of "health" has now been given greater emphasis.
 - OHSAS 18001 now refers to itself as a standard, not a specification, or document, as in the earlier edition. This reflects the increasing adoption of

kot podlage za nacionalne standarde za sisteme vodenja varnosti in zdravja pri delu.

- Model "planiraj-izvajaj-preverjaj-ukrepaj" (PDCA) je sedaj podan v celoti v uvodu in ne več kot diagrami po sekcijah na začetku vsake glavne točke.
- Sklicevanje na publikacije v točki 2 je omejeno le na mednarodne dokumente.
- Dodane so nove definicije, obstoječe pa so revidirane.
- Pomembno izboljšana je usklajenost z ISO 14001:2004 in izboljšana je združljivost z ISO 9001:2000.
- Izraz "dopustno tveganje" je zamenjan z izrazom "sprejemljivo tveganje" (glej 3.1).
- Izraz "nezgoda" je sedaj vključen v izraz "incident" (glej 3.9).
- Definicija izraza "nevarnost" ne vključuje več "materialne škode ali škode v delovnem okolju" (glej 3.6).

Po sedanjem mnenju takšna "škoda" ni neposredno povezana z vodenjem varnosti in zdravja pri delu, ki je namen tega standarda OHSAS, in je vključena v upravljanje premoženja. Namesto da bi bilo tveganje takšne "škode" upoštevano pri varnosti in zdravju pri delu, naj bo identificirano pri procesu ocenjevanja tveganja organizacije in obvladovano z uporabo primernih ukrepov za obvladovanje tveganja.

- Podtočki 4.3.3 in 4.3.4 sta združeni v skladu z ISO 14001:2004.
- Dodana je nova zahteva za obravnavanje zaporedja ukrepov za obvladovanje tveganja kot dela planiranja varnosti in zdravja pri delu (glej 4.3.1).
- Obvladovanje sprememb je sedaj obravnavano natančneje (glej 4.3.1 in 4.4.6).
- Dodana je nova točka "Vrednotenje skladnosti" (glej 4.5.2).

OHSAS 18001 as the basis for national standards on occupational health and safety management systems.

- The "Plan-Do-Check-Act" model diagram is only given in the introduction, in its entirety, and not also as sectional diagrams at the start of each major clause.
 - Reference publications in Clause 2 have been limited to purely international documents.
 - New definitions have been added, and existing definitions revised.
 - Significant improvement in alignment with ISO 14001:2004 throughout the standard, and improved compatibility with ISO 9001:2008.
 - The term "tolerable risk" has been replaced by the term "acceptable risk" (see 3.1).
 - The term "accident" is now included in the term "incident" (see 3.9).
 - The definition of the term "hazard" no longer refers to "damage to property or damage to the workplace environment" (see 3.6).
- It is now considered that such "damage" is not directly related to occupational health and safety management, which is the purpose of this OHSAS Standard, and that it is included in the field of asset management. Instead, the risk of such "damage" having an effect on occupational health and safety should be identified through the organization's risk assessment process, and be controlled through the application of appropriate risk controls.
- Sub-clauses 4.3.3 and 4.3.4 have been merged, in line with ISO 14001:2004.
 - A new requirement has been introduced for the consideration of the hierarchy of controls as part of OH&S planning (see 4.3.1).
 - Management of change is now more explicitly addressed (see 4.3.1 and 4.4.6).
 - A new clause on the "Evaluation of compliance" (see 4.5.2) has been introduced.

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| <ul style="list-style-type: none"> – Dodane so nove zahteve za sodelovanje in posvetovanje (glej 4.4.3.2). – Dodane so nove zahteve za preiskavo incidentov (glej 4.5.3.1). <p>2) v povezavi s spremembami, specifičnimi za OHSAS 18002:</p> <ul style="list-style-type: none"> – v OHSAS 18002:2000 je bila uporabljena oblika zapisa, kjer je na prvem mestu navedena ustrezna točka iz standarda OHSAS 18001, ki ji sledijo: <ul style="list-style-type: none"> a) opis namena točke, b) značilni vhodi, potrebni za izpolnitev zahtev točke, c) opis procesov, ki bi jih organizacija lahko uporabila za izpolnitev zahtev, d) značilni rezultati, ki se pričakujejo od izpolnitve zahtev. <p>Uporaba te oblike se je izkazala za težavno, zato v tej izdaji ni uporabljena (dejansko oblika ni bila dosledno uporabljena niti v izdaji iz leta 2000). Namesto nje je v tej izdaji OHSAS 18002 predstavljena bolj logična oblika, pri kateri si med snovanjem smernic postavke od a) do d) sicer sledijo, vendar niso navedene tako očitno kot prej.</p> – Nove podtočke po OHSAS 18001 (in iz ISO 14001), npr.: <ul style="list-style-type: none"> – za OHSAS 18001:2007, 4.4.3 Komuniciranje, sodelovanje in posvetovanje (vključno z novima podtočkama o sodelovanju oziroma posvetovanju) in 4.5.3.1 Preiskava incidentov, – iz ISO 14001:2004, 4.3.3 Cilji in program(-i) (z združitvijo prejšnjih podtočk 4.3.3 in 4.3.4) ter 4.5.2 Vrednotenje skladnosti. – Nove podtočke, usklajene s smernicami ILO-OSH:2001, npr. 4.1.2 Začetni pregled in 4.3.1.5 Obvladovanje sprememb. – Dodatne nove podtočke in dodatki, npr. 4.4.2.4 Zavedanje, Dodatek C: Primeri | <ul style="list-style-type: none"> – New requirements have been introduced for participation and consultation (see 4.4.3.2). – New requirements have been introduced for the investigation of incidents (see 4.5.3.1). <p>2) in relation to changes that are specific to OHSAS 18002:</p> <ul style="list-style-type: none"> – OHSAS 18002:2000 included a presentation format where firstly the relevant OHSAS 18001 clause was given followed by: <ul style="list-style-type: none"> a) a description of the intent of the clause; b) typical inputs needed for meeting the requirements of the clause; c) a description of processes that an organization could use to meet the requirements; d) typical outputs expected from meeting the requirements. <p>This format was found to be difficult to apply, so has not been followed in this edition (in fact, the format had not been applied consistently in the 2000 edition). Instead, this edition of OHSAS 18002 is now presented in a more logical format, in which items in a) to d) have been followed during the drafting of the guidance, but have not been given overtly, as previously.</p> – New sub-clauses, as per OHSAS 18001 (and from ISO 14001), e.g.: <ul style="list-style-type: none"> • for OHSAS 18001:2007, 4.4.3 Communication, participation and consultation (including new sub-clauses on participation/consultation), and 4.5.3.1 Incident investigation. • from ISO 14001:2004, 4.3.3 Objectives and programme(s) (through the merging of the former sub-clauses 4.3.3 and 4.3.4), and 4.5.2 Evaluation of compliance. – new sub-clauses in alignment with the ILO-OSH:2001 Guidelines, e.g. 4.1.2 Initial review, and 4.3.1.5 Management of change. – Additional new sub-clauses and annexes, e.g. 4.4.2.4 Awareness, Annex |
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postavk za vključitev v kontrolni seznam za identificiranje nevarnosti in **Dodatek D**: Primerjave nekaterih primerov orodij in metodologij za ocenjevanje tveganja.

- V številnih podtočkah je razširjen obseg napotkov, npr. za **4.3.1** Identificiranje nevarnosti, ocenjevanje tveganja in določanje ukrepov za obvladovanje tveganja, **4.3.2** Zakonske in druge zahteve, **4.3.3** Cilji in program(-i), **4.4.6** Obvladovanje delovanja, **4.4.7** Pripravljenost in odziv na izredne razmere, **4.5.5** Notranja presoja.

Ta publikacija ne vsebuje vseh potrebnih določb pogodbe. Uporabniki so odgovorni za njeno pravilno uporabo.

Skladnost s to skupino standardov za ocenjevanje varnosti in zdravja pri delu (OHSAS) ne odvezuje uporabnikov od obveznosti upoštevanja zakonskih zahtev.

C – Examples of items for inclusion in a hazard identification checklist and **Annex D** – Comparisons of some examples of risk assessment tools and methodologies.

- Expanded guidance given in many sub-clauses, e.g. for **4.3.1** Hazard identification, risk assessment and determination of controls, **4.3.2** Legal and other requirements, **4.3.3** Objectives and programme(s), **4.4.6** Operational control, **4.4.7** Emergency preparedness and response, **4.5.5** Internal audit.

This publication does not purport to include all the necessary provisions of a contract. Users are responsible for its correct application.

Compliance with this Occupational Health and Safety Assessment Series (OHSAS) Standard cannot confer immunity from legal obligations.

iTeh STANDARD PREVIEW (standards.itih.ai)

[SIST-TS BS OHSAS 18002:2012](https://standards.itih.ai/catalog/standards/sist/e9468733-3148-4f83-9df3-dda60ff3dc24/sist-ts-bs-ohsas-18002-2012)

<https://standards.itih.ai/catalog/standards/sist/e9468733-3148-4f83-9df3-dda60ff3dc24/sist-ts-bs-ohsas-18002-2012>

Uvod

Organizacije vseh vrst si pospešeno prizadevajo dosežati in dokazovati dobro delovanje na področju varnosti in zdravja pri delu, tako da v skladu s svojo politiko ter cilji varnosti in zdravja pri delu obvladujejo tveganje na tem področju. K temu so jih navedli vedno strožja zakonodaja, razvoj ekonomske politike in drugi ukrepi, ki spodbujajo dobre prakse varnosti in zdravja pri delu, pa tudi povečana skrb za vprašanja varnosti in zdravja pri delu, ki jo izražajo zainteresirane stranke.

Mnoge organizacije so začele izvajati "preglede" ali "presoje" varnosti in zdravja pri delu, da bi tako ocenile svoje delovanje na tem področju. Vendar ti "pregledi" ali "presoje" same po sebi morda ne zadoščajo za zagotovitev, da organizacija s svojim delovanjem ne samo izpolnjuje zakonske zahteve in zahteve svoje politike, temveč da jih bo izpolnjevala še naprej. Da bi bile uspešne, morajo biti vodene v okviru strukturiranega sistema vodenja, integriranega v organizacijo.

Standardi OHSAS, ki obravnavajo vodenje varnosti in zdravja pri delu, so namenjeni temu, da organizacijam ponudijo elemente uspešnega sistema vodenja varnosti in zdravja pri delu, ki ga je mogoče povezati z drugimi zahtevami vodenja, in pomagajo organizacijam dosežati cilje na področju varnosti in zdravja pri delu ter ekonomske cilje. Kot drugi mednarodni standardi tudi ti niso namenjeni ustvarjanju neparirskih ovir pri trgovanju ali da bi povečevali ali spreminjali zakonske obveznosti organizacije.

V standardu OHSAS 18001 so opredeljene zahteve za sistem vodenja varnosti in zdravja pri delu, ki organizaciji omogoča razvijati in izvajati tako politiko in cilje, ki upoštevajo zakonske zahteve ter informacije o tveganju na področju varnosti in zdravja pri delu. Veljal naj bi za organizacije vseh vrst in velikosti ter naj bi sprejemal različne zemljepisne, kulturne in družbene okoliščine. Osnova pristopa je prikazana na sliki 1. Uspeh sistema je odvisen od zavezanosti vseh ravni in funkcij v organizaciji, zlasti pa najvišjega vodstva. Tak sistem omogoča organizaciji razvijati politiko varnosti in zdravja pri delu, vzpostavljati cilje in procese za doseganje zavez iz politike, po potrebi ukrepati za izboljšanje njenega delovanja in izkazati skladnost sistema z zahtevami standarda OHSAS 18001. Glavni namen standarda OHSAS 18001 je podpirati in

Introduction

Organizations of all kinds are increasingly concerned with achieving and demonstrating sound occupational health and safety (OH&S) performance by controlling their OH&S risks, consistent with their OH&S policy and objectives. They do so in the context of increasingly stringent legislation, the development of economic policies and other measures that foster good OH&S practices, and of increased concern expressed by interested parties about OH&S issues.

Many organizations have undertaken OH&S "reviews" or "audits" to assess their OH&S performance. On their own, however, these "reviews" and "audits" may not be sufficient to provide an organization with the assurance that its performance not only meets, but will continue to meet, its legal and policy requirements. To be effective, they need to be conducted within a structured management system that is integrated within the organization.

The OHSAS Standards covering OH&S management are intended to provide organizations with the elements of an effective OH&S management system that can be integrated with other management requirements and help organizations achieve OH&S and economic objectives. These standards, like other international Standards, are not intended to be used to create non-tariff trade barriers or to increase or change an organization's legal obligations.

OHSAS 18001 specifies requirements for an OH&S management system to enable an organization to develop and implement a policy and objectives which take into account legal requirements and information about OH&S risks. It is intended to apply to all types and sizes of organizations and to accommodate diverse geographical, cultural and social conditions. The basis of the approach is shown in Figure 1. The success of the system depends on commitment from all levels and functions of the organization, and especially from top management. A system of this kind enables an organization to develop an OH&S policy, establish objectives and processes to achieve the policy commitments, take action as needed to improve its performance, and demonstrate the conformity of the system to the requirements of OHSAS 18001. The overall aim

pospeševati dobre prakse na področju varnosti in zdravja pri delu, vključno s samourejanjem, v ravnovesju z družbeno-ekonomskimi potrebami. Omeniti je treba še, da je mogoče veliko teh zahtev obravnavati sočasno ali pa jih kadar koli ponovno obravnavati.

Razvoj standarda OHSAS 18001:2007 je osredotočen na izboljšanje standarda z:

- izboljšanjem usklajenosti s standardoma ISO 14001 in ISO 9001,
- iskanjem možnosti usklajevanja z drugimi standardi s področja sistemov vodenja varnosti in zdravja pri delu, npr. smernicami ILO-OSH:2001,
- odražanjem dogajanja v praksi na področju varnosti in zdravja pri delu,
- pojasnjevanjem zahtev iz izvirnega besedila OHSAS 18001:1999 na podlagi izkušenj pri njegovi uporabi.

OHSAS 18001, ki opisuje zahteve za sistem vodenja varnosti in zdravja pri delu organizacije in se lahko uporablja za certifikacijo/registracijo in/ali lastno izjavo o sistemu vodenja varnosti in zdravja pri delu organizacije, se pomembno razlikuje od smernice OHSAS 18002, po kateri se ni mogoče certificirati in je namenjena nudenju splošne pomoči organizaciji, pri vzpostavljanju, uvajanju ali izboljševanju sistema vodenja varnosti in zdravja pri delu. Vodenje varnosti in zdravja pri delu obsega vrsto vprašanj, vključno z vprašanji strateškega in konkurenčnega pomena. Organizacija lahko uporabi izkazovanje uspešnega izvajanja standarda OHSAS 18001 za zagotavljanje zainteresiranim strankam, da ima vzpostavljen ustrezen sistem vodenja varnosti in zdravja pri delu.

Vsako sklicevanje na druge mednarodne standarde je zgolj informativno.

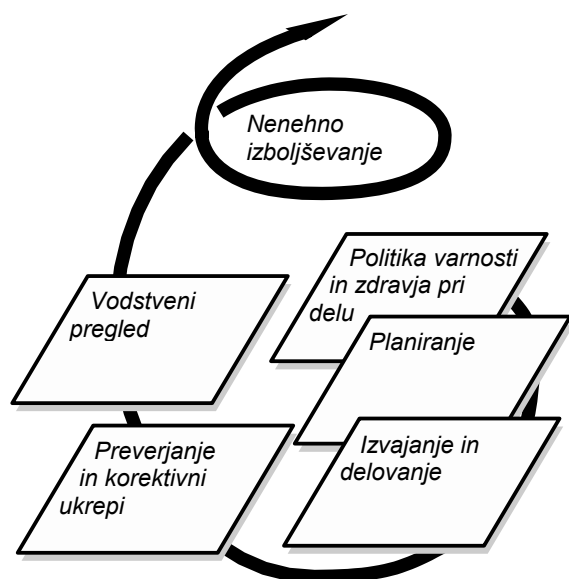
of OHSAS 18001 is to support and promote good OH&S practices, including self regulation, in balance with socio-economic needs. It should be noted that many of the requirements can be addressed concurrently or revisited at any time.

The development of OHSAS 18001:2007 focused on improving the standard by:

- improving alignment with ISO 14001 and ISO 9001;
- seeking opportunities for alignment with other OH&S management system standards, e.g. the ILO-OSH:2001 Guidelines;
- reflecting developments in OH&S practices;
- clarifying the original text from the OHSAS 18001:1999 requirements based on experience of its use.

There is an important distinction between OHSAS 18001, which describes the requirements for an organization's OH&S management system and can be used for certification/registration and/or self-declaration of an organization's OH&S management system, and a non-certifiable guideline such as OHSAS 18002, intended to provide generic assistance to an organization for establishing, implementing or improving an OH&S management system. OH&S management encompasses a full range of issues, including those with strategic and competitive implications. Demonstration of successful implementation of OHSAS 18001 can be used by an organization to assure interested parties that an appropriate OH&S management system is in place.

Any reference to other international Standards is for information only.



Slika 1: Model sistema vodenja varnosti in zdravja pri delu za ta standard OHSAS

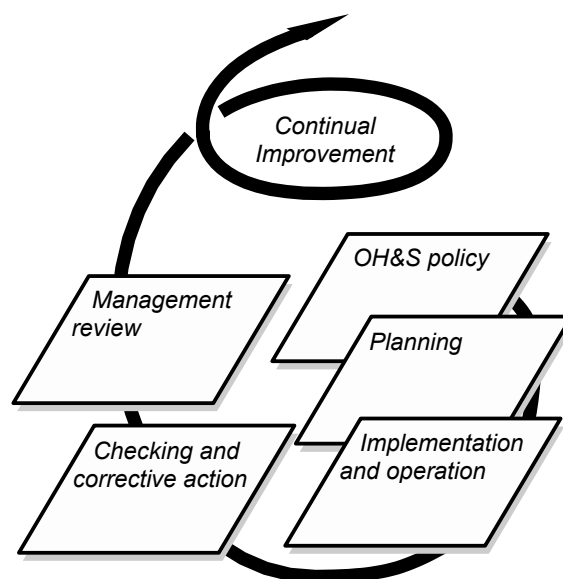


Figure 1: OH&S management system model for this OHSAS Standard

OPOMBA: Ta standard OHSAS temelji na metodologiji "planiraj, izvajaj, preverjaj, ukrepaj" (PDCA). PDCA se lahko na kratko opiše takole:

- **Planiraj:** vzpostavi cilje in procese, ki so potrebni za doseganje rezultatov v skladu s politiko varnosti in zdravja pri delu organizacije.
- **Izvajaj:** izvajaj procese.
- **Preverjaj:** spremljaj in meri procese glede na politiko varnosti in zdravja pri delu, okvirne in izvedbene cilje, zakonske in druge zahteve ter poročaj o rezultatih.
- **Ukrepaj:** ukrepaj tako, da se bosta varnost in zdravje pri delu nenehno izboljševala.

NOTE: This OHSAS Standard is based on the methodology known as Plan-Do-Check-Act (PDCA). PDCA can be briefly described as follows.

- **Plan:** establish the objectives and processes necessary to deliver results in accordance with the organization's OH&S policy.
- **Do:** implement the processes.
- **Check:** monitor and measure processes against OH&S policy, objectives, legal and other requirements, and report the results.
- **Act:** take actions to continually improve OH&S performance.

Mnoge organizacije vodijo svoje poslovanje z uporabo sistema procesov in njihovega medsebojnega delovanja, kar je mogoče poimenovati "procesni pristop". ISO 9001 spodbuja uporabo procesnega pristopa. Ker je PDCA mogoče uporabiti pri vseh procesih, se šteje, da sta ti dve metodologiji združljivi.

Čeprav OHSAS 18001 vsebuje zahteve, ki jih je mogoče objektivno presojati, pa ne postavlja absolutnih zahtev za vodenje varnosti in zdravja pri delu, ki bi presegale zavezanost skladnosti z veljavnimi zakonskimi zahtevami in drugimi zahtevami, ki se jim je organizacija zavezala v svoji politiki varnosti in zdravja pri delu, za preprečevanje poškodb in okvare zdravja ter za nenehno izboljševanje. Tako sta lahko dve organizaciji, ki izvajata podobne dejavnosti, a imata različna sistema vodenja varnosti in zdravja pri delu, obe v skladu z zahtevami standarda.

Many organizations manage their operations via the application of a system of processes and their interactions, which can be referred to as the "process approach". ISO 9001 promotes the use of the process approach. Since PDCA can be applied to all processes, the two methodologies are considered to be compatible.

OHSAS 18001 contains requirements that can be objectively audited; however, it does not establish absolute requirements for OH&S performance beyond the commitments, in the OH&S policy, to comply with applicable legal requirements and with other requirements to which the organization subscribes, to the prevention of injury and ill health and to continual improvement. Thus, two organizations carrying out similar operations but having different OH&S performance can both conform to its requirements.

OHSAS 18001 ne zajema specifičnih zahtev za druge sisteme vodenja, kot so na primer sistemi vodenja kakovosti, ravnanja z okoljem, vodenja varovanja ali finančnega poslovanja, čeprav so lahko njegovi elementi usklajeni ali povezani z elementi drugih sistemov vodenja. Organizacija lahko prilagodi svoj(-e) obstoječi(-e) sistem(-e) vodenja, da vzpostavi sistem vodenja varnosti in zdravja pri delu, ki je v skladu z zahtevami standarda OHSAS 18001. Poudarjamo pa, da se lahko uporaba različnih elementov sistema vodenja razlikuje glede na namen in vključene zainteresirane stranke.

Stopnja podrobnosti in zahtevnosti sistema varnosti in zdravja pri delu, obseg dokumentacije in viri, ki so mu namenjeni, so odvisni od številnih dejavnikov, kot so na primer obseg sistema, velikost organizacije in narava njenih dejavnosti, proizvodov in storitev, ter od organizacijske kulture. To še posebej velja za majhna in srednje velika podjetja.

OPOMBA 1: Glede na to, da so vse zahteve standarda OHSAS 18001:2007 vključene v OHSAS 18002:2008, se lahko organizacije odločijo, da bodo za namene certifikacije hranile samo kopijo standarda OHSAS 18002.

OPOMBA 2: Med uvodom v OHSAS 18001 in tem uvodom so samo manjše spremembe besedila, namenjene razlagi sprememb v obeh standardih OHSAS

OHSAS 18001 does not include requirements specific to other management systems, such as those for quality, environmental, security, or financial management, though its elements can be aligned or integrated with those of other management systems. It is possible for an organization to adapt its existing management system(s) in order to establish an OH&S management system that conforms to the requirements of OHSAS 18001. It is pointed out, however, that the application of various elements of the management system might differ depending on the intended purpose and the interested parties involved.

The level of detail and complexity of the OH&S management system, the extent of documentation and the resources devoted to it depend on a number of factors, such as the scope of the system, the size of an organization and the nature of its activities, products and services, and the organizational culture. This may be the case in particular for small and medium-sized enterprises.

NOTE 1: As all of the requirements of OHSAS 18001:2007 are included within OHSAS 18002:2008, organizations can choose to retain a copy of OHSAS 18002 alone, for certification purposes.

NOTE 2: There are some small variations in text between the Introduction given in OHSAS 18001 and this Introduction to account for the differences in the two OHSAS standards.