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BS 45002-3:2018



BSI Standards Publication

Occupational health and safety management systems – General guidelines for the application of ISO 45001

Part 3: Guidance on incident investigation

bsi.

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Summary of pages

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Foreword

Publishing information

This British Standard is published by BSI Standards Limited, under licence from The British Standards Institution, and came into effect on 31 July 2018. It was prepared by Technical Committee HS/1, *Occupational health and safety management*. A list of organizations represented on this committee can be obtained on request to its secretary.

Use of this document

As a guide, this British Standard takes the form of guidance and recommendations. It should not be quoted as if it were a specification or a code of practice and claims of compliance cannot be made to it.

Presentational conventions

The guidance in this standard is presented in roman (i.e. upright) type. Any recommendations are expressed in sentences in which the principal auxiliary verb is "should".

Commentary, explanation and general informative material is presented in smaller italic type, and does not constitute a normative element.

Contractual and legal considerations

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

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0 Introduction

Based upon the facts that are discovered, the incident investigation needs to establish the:

- a) immediate and root causes of the incident;
- b) deficiencies and/or inadequacies in the relevant risk assessments and control procedures; and
- c) need for preventative measures and any necessary improvements in the occupational health and safety (OH&S) management system to prevent similar incidents.

There are also legal, moral, societal and business reasons for carrying out an investigation.

1 Scope

This British Standard describes the intent of individual clauses in BS ISO 45001 and provides guidance to help organizations implement an accident/incident investigation process based on BS ISO 45001.

NOTE This British Standard does not add to, subtract from, or in any way modify the requirements of BS ISO 45001, nor does it prescribe mandatory approaches to implementation.

2 Normative references

There are no normative references in this document.

NOTE Organizations can use this document without direct reference to BS ISO 45001, however, organizations that wish to claim conformity to BS ISO 45001 need to refer directly to BS ISO 45001 when using this document.

3 Terms and definitions

COMMENTARY ON CLAUSE 3

NOTE There are a number of terms defined in BS ISO 45001, including commonly used terms. However, when using BS ISO 45001 it is important to take note of these technical definitions to ensure there is no misunderstanding in its application. For example, small businesses do not always realize that the term "organization" refers to small businesses as well as larger companies (or public bodies, charities, etc). Organization can also be used to describe one part of a business, e.g. one department or one site – if that is the extent of the OH&S management system. Similarly, the term "top management" refers to whoever directs or controls the organization – the top level decision maker(s). In practical terms, top management can mean a small business owner, the executive board or, in a non-hierarchical structure, everyone involved in taking high level decisions.

The definition of "worker" is also worth noting. In BS ISO 45001 worker is all-inclusive and refers to everyone working under the control of the organization, including business owners, executive boards, senior managers, interns, volunteers, all employees and contractors.

All of the terms and definitions within BS ISO 45001 can be found on the ISO Online Browsing Platform: <http://iso.org/obp> [Last viewed 31 July 2018].

For the purposes of this British Standard, the terms and definitions given in BS ISO 45001 and the following apply.

3.1 immediate cause

obvious reason for an adverse event

NOTE For example, wrong valve opened, guard removed.