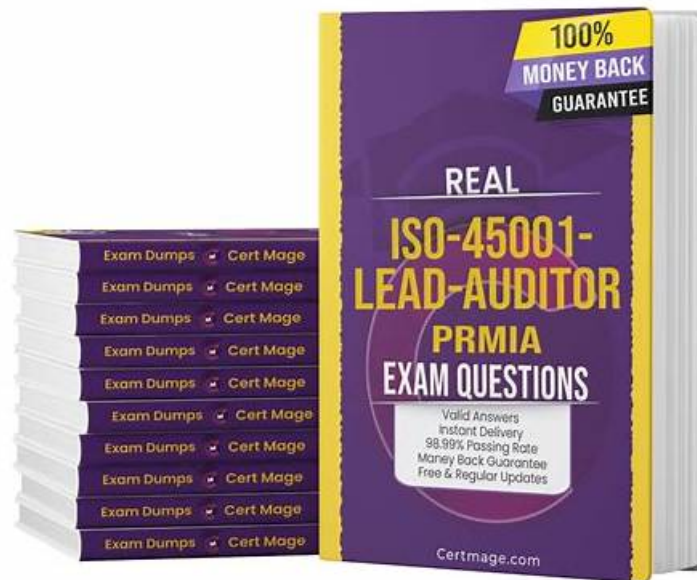


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PECB ISO-45001-Lead-Auditor Exam Syllabus Topics:

Topic	Details
Topic 1	<ul style="list-style-type: none"> Managing an ISO 45001 audit program: This section of the exam measures the skills of Audit Managers and covers the management of an ongoing ISO 45001 audit program. It focuses on scheduling audits, maintaining auditor competency, and ensuring continuous improvement within the auditing process. One skill to be measured is implementing strategies for effective audit program management.
Topic 2	<ul style="list-style-type: none"> Domain 4: Preparing for an ISO 45001 audit: This section of the exam measures the skills of Audit Consultants and covers the preparation process for conducting an ISO 45001 audit. It emphasizes planning, resource allocation, and establishing audit objectives to ensure a thorough evaluation.
Topic 3	<ul style="list-style-type: none"> Conducting an ISO 45001 audit: This section of the exam measures the skills of Lead Auditors and covers the execution of an ISO 45001 audit. It focuses on gathering evidence, interviewing personnel, and assessing compliance with OHSMS requirements during the audit process.
Topic 4	<ul style="list-style-type: none"> ISO 45001 requirements for an OH&S MS – Clauses 4 to 10: This section of the exam measures the skills of Auditors related to specific requirements outlined in ISO 45001 about occupational health and safety management systems. It emphasizes understanding clauses that address context, leadership, planning, support, operation, performance evaluation, and improvement. A skill to be measured is applying ISO 45001 requirements to organizational practices.

PECB Certified ISO 45001 Lead Auditor Exam Sample Questions (Q88-Q93):

NEW QUESTION # 88

What does ISO 45001 say are the hazards that have to be considered when planning a health and safety management system? Select the ONE best answer.

- A. Hot-work, working at height, enclosed space entry, and work on electrical equipment
- B. Work hazards and environmental factors such as bad weather
- C. Work activities, workplace design, and human factors such as hours of work and bullying and harassment
- D. Work activities where there is the possibility of danger

Answer: C

Explanation:

ISO 45001:2018 requires a holistic approach to occupational health and safety. This means considering all aspects that could impact worker well-being, not just obvious physical hazards. The correct answer encompasses work activities (the tasks themselves), workplace design (the physical environment), and human factors (psychological and social aspects like working hours and harassment). It's the most comprehensive and aligned with the standard's philosophy ISO 45001:2018, Clause 6.1.2, outlines requirements for hazard identification. Hazards to consider include work activities, workplace design, human factors, and social factors that may impact OH&S. These go beyond traditional physical risks and include psychosocial and organizational hazards.

Analysis of Options:

* A. Work activities, workplace design, and human factors such as hours of work and bullying and harassment: Correct. This comprehensively addresses hazard categories outlined in ISO 45001, Clause 6.1.2.

* B. Work activities where there is the possibility of danger: Too general. ISO 45001 includes broader categories of hazards, including those related to organizational and social factors.

* C. Hot-work, working at height, enclosed space entry, and work on electrical equipment: Too narrow. These are specific hazards but do not encompass the full range outlined in ISO 45001.

* D. Work hazards and environmental factors such as bad weather: Incomplete. While environmental factors are relevant, ISO 45001 also includes workplace design, human factors, and psychosocial hazards.

ISO References:

* Clause 6.1.2.1: Hazard identification.

* Annex A.6.1.2: Examples of hazard categories, including workplace design and human factors.

NEW QUESTION # 89

A trainee audit team leader is being coached by an experienced audit team leader prior to carrying out his first Stage 2 certification audit in the team leader role. They are discussing the typical contents of audit reports and the experienced audit team leader is keen to ensure the trainee understands what such reports should contain.

Which three of the trainee's responses are incorrect?

- A. A reference to the audit criteria used
- **B. A copy of the certification body Invoice for the audit**
- C. Confirmation of the audit scope
- D. A statement of the audit objectives
- **E. Contact details for all members of the audit team**
- F. The audit conclusions reached
- G. Audit findings and any related evidence
- **H. A corrective action plan that add-cross the identified nonconformities**

Answer: B,E,H

Explanation:

Audit reports should provide a clear summary of the audit process, findings, and conclusions based on the defined scope, objectives, and criteria. They do not include administrative details (e.g., invoices) or operational aspects (e.g., corrective action plans).

Analysis of Options:

- * A. A copy of the certification body invoice for the audit: Incorrect. Invoices are unrelated to the content of audit reports and are handled separately.
- * B. A reference to the audit criteria used: Correct. Audit criteria (e.g., ISO 45001 standards) must be included in the report to define the basis for the audit.
- * C. A statement of the audit objectives: Correct. The report must outline the objectives to ensure clarity on the purpose of the audit.
- * D. Audit findings and any related evidence: Correct. Findings and evidence are essential to support conclusions and recommendations.
- * E. Confirmation of the audit scope: Correct. The scope defines the boundaries of the audit and must be documented in the report.
- * F. Contact details for all members of the audit team: Incorrect. Personal contact details are unnecessary and not typically included in reports.
- * G. The audit conclusions reached: Correct. Conclusions summarize the outcomes of the audit, such as conformity, nonconformities, or recommendations.
- * H. A corrective action plan that addresses the identified nonconformities: Incorrect. Corrective action plans are the auditee's responsibility and not included in the audit report.

ISO References:

- * ISO 19011:2018, Clause 6.7.3: Content of audit reports.

NEW QUESTION # 90

Showitoff is an organization specialization in the design and production of wall decorating materials for the domestic market.

During an ISO 45001 certification audit of the site, the auditor comes across an open, walled area just outside the maintenance department. It contains various scraps of wood and metal as well as several rusty components. Several heavy concrete beams are leaning against a thin brick wall in which cracks are available. When asked about it, the OHS Manager states that he presumes that the materials come from maintenance work, so it is the Maintenance Manager's responsibility.

The auditor interviews the Maintenance Manager in his department. He asks about the area outside and is told that it contains some excess material that the Manager likes to keep in case they come in handy at some stage. The auditor points out that the wall appears to be unstable and could collapse at any moment. The Maintenance Manager is not aware of such a situation.

Wash-it-up is an organization that provides window cleaning services for the industrial sector. It has been certified to ISO 45001 for some time and has appointed a new OHS Manager. The auditor asks to see the most recent management review meeting minutes.

Which three statements would represent input audit evidence for the management review?

- A. Decisions on Improvements in the OHSMS
- **B. Report showing the trend of an increase in safety incidents**
- **C. Updates to the risk register**
- D. Procurement of new safety harnesses for workers
- **E. Worker feedback of positive and negative comments**
- F. Decisions related to continual Improvement opportunities
- G. Proposal to prioritize health and safety issues as a business strategy
- H. Allocation of a bigger budget for the OHS department

Answer: B,C,E

Explanation:

Comprehensive Detailed Explanation along with All ISO 45001 Audit Reference Clause 9.3 of ISO 45001:2018 defines inputs for management review, which must include information on performance trends, feedback, risks, and opportunities for improvement.

Analysis of Options:

A . Allocation of a bigger budget for the OHS department:

This is an output of management review, not an input.

B . Decisions on improvements in the OHSMS:

This is an output, not an input.

C . Decisions related to continual improvement opportunities:

This is an output, not an input.

D . Procurement of new safety harnesses for workers:

This is an operational action, not an input for management review.

E . Proposal to prioritize health and safety issues as a business strategy:

Proposals may be discussed during review, but they are outputs.

F . Report showing the trend of an increase in safety incidents:

Correct. This is a valid input that informs system performance.

G . Updates to the risk register:

Correct. Risk updates are required inputs under Clause 6.1.2.

H . Worker feedback of positive and negative comments:

Correct. Feedback is an essential input per Clause 5.4 and Clause 9.3.

ISO Reference:

Clause 9.3: Management review inputs.

Clause 5.4: Worker consultation and participation.

NEW QUESTION # 91

You are the OH and S manager in an organisation that makes plastic toys using injection moulding machines.

You are currently training three new internal auditors who will be responsible for carrying out first- and second-party audits on behalf of your organisation. You ask them to identify which of the following statements about grading first and/or second-party nonconformities are correct.

Identify which three of the following are true:

- A. Second-party audit teams must adopt the grading system used by the auditee they are auditing to ensure a common understanding of the severity of nonconformities.
- **B. Any grading of nonconformities should recognise the risk the nonconformity presents to the organisation.**
- **C. Grading of nonconformities is an option available to organisations.**
- D. The grading of a nonconformity must be agreed with the individual(s) managing the audit programme.
- E. The grading of a nonconformity must be changed at the closing meeting if additional documented information is provided.
- **F. It is acceptable for the organisation to grade its nonconformities quantitatively (e.g. 1 to 5) if it so wishes.**
- G. Additional grading categories must be agreed with the auditee before the closing meeting.
- H. ISO 19011 recommends top management grade nonconformities because they are the ones who control the budgets needed to pay for any corrective action.

Answer: B,C,F

Explanation:

The correct answers are D, F, H.

ISO 19011 guidance on generating audit findings says that nonconformities can be graded depending on the context of the organization and its risks. That directly supports D, because any grading should reflect the risk the nonconformity presents to the organization. The same guidance also says this grading can be quantitative (for example 1 to 5) or qualitative (for example minor/major), which makes F correct.

Because the wording is "can be graded", grading is optional rather than mandatory, so H is also true. (Synerisia Foundation) Why the other options are not true:

* A is not a requirement in ISO 19011. An organization may define grading rules in its audit programme or procedure, but there is no rule that grading must be agreed with the individual(s) managing the audit programme. (ISO)

* B is false. ISO 19011 does not recommend that top management grade nonconformities. Audit findings are generated by auditors based on objective evidence and audit criteria. (ISO)

* C is false. A second-party audit team does not have to adopt the auditee's grading system. The grading approach can follow the auditing organization's own rules and purpose for the audit. (ISO)

* E is false. Additional documented information at the closing meeting does not mean the grading must be changed. The evidence should be reviewed, but unresolved issues may simply remain recorded in the audit report. (Synerisia Foundation)

* G is false. There is no requirement that extra grading categories must be agreed with the auditee before the closing meeting. The auditee should understand the findings, but the grading framework is not something ISO 19011 requires to be negotiated at that point. (ISO)

NEW QUESTION # 92

To verify information, auditors need to use a combination of open and closed questions.
In what two situations would you use a ' closed ' question?

- A. To follow your audit trail
- B. To establish communication with the auditee with a view to building trust
- C. To obtain an overview of how a task is performed
- D. To gain greater insight into the operation of a process
- E. To check that your understanding of a situation is correct
- F. To confirm conformity or a non-conformity finding

Answer: E,F

Explanation:

The correct answers are D and F .

In audit interviewing practice, open questions are mainly used to get explanation, description, and insight, while closed questions are used to confirm specific facts or verify that the auditor's understanding is correct.

Guidance on audit interviews says auditors should rely mainly on open questions for expanded responses and use closed questions to confirm answers . (The Auditor) That is why D. To confirm conformity or a non-conformity finding is correct. Once the auditor has gathered evidence, a closed question can be used to verify a precise point, confirm whether a requirement has or has not been met, or make sure the factual basis of a conformity/nonconformity is accurate before recording the finding. ISO 19011 also states that nonconformities and supporting audit evidence should be reviewed with the auditee so the evidence is accurate and understood. (Synerisia Foundation)

F). To check that your understanding of a situation is correct is also correct. Closed questions are especially useful at the end of a discussion to confirm the auditor's interpretation of what was said or observed. This is a standard interview technique in auditing. (Designing Buildings) Why the other options are not correct:

* A. To obtain an overview of how a task is performed is better done with open questions , because the auditor needs explanation and sequence. (The Auditor)

* B. To establish communication with the auditee with a view to building trust is usually done through general conversation and open dialogue, not mainly through closed questioning. (The Auditor)

* C. To gain greater insight into the operation of a process also requires open questions . (The Auditor)

* E. To follow your audit trail generally needs probing and exploratory questions, which are typically open rather than closed. (The Auditor)

NEW QUESTION # 93

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