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

Topic	Details
Topic 1	<ul style="list-style-type: none"><li>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.</li></ul>
Topic 2	<ul style="list-style-type: none"><li>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.</li></ul>
Topic 3	<ul style="list-style-type: none"><li>Closing an ISO 45001 audit: This section of the exam measures the skills of Audit Consultants and covers the procedures for concluding an ISO 45001 audit. It emphasizes reporting results, discussing findings with stakeholders, and ensuring follow-up actions are planned.</li></ul>

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### PECB Certified ISO 45001 Lead Auditor Exam Sample Questions (Q29-Q34):

#### NEW QUESTION # 29

When calculating an ISO 45001 third party initial audit duration, which two of the following statements are false?

- A. Consider the number of sites to be sampled
- B. Include outsourced processes
- C. Consider the number of functions related to OHS management
- D. Think about the complexity of the organization's business
- E. Incorporate the time taken to travel to/from the audit location
- F. Include the time allocated for lunch breaks

**Answer: E,F**

Explanation:

Comprehensive Detailed Explanation along with All ISO 45001 Audit References Analysis of Each Option:

Reference: IAF MD 5:2020, Clause 2.3.1 (factors affecting audit time).

B). Consider the number of sites to be sampled. True. For multi-site organizations, the number of sites to be sampled is critical in calculating audit duration. Sampling requirements are determined using guidelines such as IAF MD 1:2022 and depend on the complexity, size, and risks associated with each site. Reference: IAF MD 1:2022, Clause 4.2.

C). Include outsourced processes. True. Outsourced processes that affect the OHS management system must be evaluated as part of the audit. This includes reviewing the organization's control over such processes.

Auditing these aspects impacts the audit duration. Reference: ISO 45001:2018, Clause 8.1.4 and IAF MD 5:2020, Clause 2.3.1.

D). Include the time allocated for lunch breaks. False. Lunch breaks are not considered part of the audit duration as they do not contribute to the assessment of the management system. Audit time calculations exclude non-working hours, including breaks. Reference: IAF MD 5:2020, Clause 2.5.

E). Incorporate the time taken to travel to/from the audit location. False. Travel time is excluded when calculating the audit duration. While travel logistics are considered in audit planning, they do not count towards the total audit time. Reference: IAF MD 5:2020, Clause 2.5.

F). Think about the complexity of the organization's business. True. The complexity of the organization's business, including the nature of hazards, risks, and legal obligations, significantly affects the audit duration.

More complex operations typically require longer audit times. Reference: IAF MD 5:2020, Clause 2.3.1.

Key ISO and IAF References:

ISO 45001:2018: Clause 9.2.2 (Audit Program).

IAF MD 5:2020: "Determination of Audit Time of Quality and Environmental Management Systems." IAF MD 1:2022: "Audit and Certification of Multiple Sites Based on Sampling."

#### NEW QUESTION # 30

You are an audit team leader conducting a Stage 2 audit of a Financial Services Provider. You are currently interviewing the organisation's Risk and Compliance Officer, who appears very competent when it comes to the management of business risks. As the Risk and Compliance Officer, she is also identified as having lead responsibility for the management of OH&S risk, and you are now seeking evidence that she understands the requirements relating to risk that are contained within ISO 45001. During your conversation, she makes the following six statements about risk within an ISO 45001-based OHSMS. Which four of his statements are correct?

- A. Risk assessment is an activity that must be carried out by top management.

- B. Although organisations are required to carry out risk management, the method by which they do so is up to them.
- C. The organisation must attempt to identify and address every risk it faces.
- D. The organisation is required to assess risks arising from OH&S hazards.
- E. Risk is often expressed as a combination of likelihood and impact.
- F. The effect of uncertainty (i.e. risk) can result in positive outcomes as well as negative ones.

**Answer: B,D,E,F**

Explanation:

Analysis of Options:

A . The organisation must attempt to identify and address every risk it faces:

Incorrect. ISO 45001 focuses on OH&S risks and not every risk faced by the organization.

B . The effect of uncertainty (i.e. risk) can result in positive outcomes as well as negative ones:

Correct. Clause 3.20 defines risk as the "effect of uncertainty," which may result in positive or negative outcomes.

C . Although organisations are required to carry out risk management, the method by which they do so is up to them:

Correct. ISO 45001 does not prescribe specific risk management methods, leaving the organization to choose the approach that best suits its context (Clause 6.1.2).

D . Risk assessment is an activity that must be carried out by top management:

Incorrect. Risk assessment can involve workers and other personnel; it is not limited to top management.

E . The organisation is required to assess risks arising from OH&S hazards:

Correct. Clause 6.1.2.2 requires organizations to assess OH&S risks associated with hazards.

F . Risk is often expressed as a combination of likelihood and impact:

Correct. This is a common way to express risk, aligned with Clause 6.1.2.

ISO Reference:

Clause 3.20: Definition of risk.

Clause 6.1.2: Hazard identification and risk assessment

## NEW QUESTION # 31

Select two options that are corrections.

- A. Changing a process to reduce its inherent risk.
- B. Reviewing workers training records.
- C. Changing the name of a tutor that did not deliver a course to the name of the tutor that did.
- D. Adding a missing signature to a corrective action record.
- E. Updating the emergency preparedness plan as a result of carrying out a practical test.
- F. Using OHSMS induction training to address an identified lack OHSMS awareness among workers.

**Answer: C,D**

Explanation:

Comprehensive Detailed Explanation along with All ISO 45001 Audit Reference Corrections address immediate issues, such as errors or omissions, without addressing root causes. Clause 10.2 of ISO 45001:2018 allows for corrections alongside corrective actions.

Analysis of Options:

A . Adding a missing signature to a corrective action record:

Correct. This is a correction addressing an administrative oversight.

B . Changing a process to reduce its inherent risk:

Incorrect. This is a corrective action aimed at addressing root causes, not a correction.

C . Changing the name of a tutor that did not deliver a course to the name of the tutor that did:

Correct. This corrects an error in records without addressing systemic issues.

D . Reviewing workers' training records:

Incorrect. This is part of ongoing monitoring or auditing, not a correction.

E . Updating the emergency preparedness plan as a result of carrying out a practical test:

Incorrect. This is a corrective action resulting from performance evaluation, not a correction.

F . Using OHSMS induction training to address an identified lack of OHSMS awareness among workers:

Incorrect. This is a preventive or corrective action, not a correction.

ISO Reference:

Clause 10.2: Nonconformity and corrective action.

Clause 7.5: Control of documented information

### NEW QUESTION # 32

On behalf of a certification body, you are conducting a combined audit of Shelf-Fit. The organization designs, manufactures and installs interiors for retail stores. They employ subcontractors for the installation work.

Representing the ISO 45001 audit, you ask the Purchase Manager about the identification of health and safety hazards for contractors on site. Having previously reviewed the hazards list (HZD-21/11 Rev.3), you found that various health and safety hazards were listed but not were associated with contractor working on-site.

When you ask about the use of contractors, the response is, "We know that contractors use chemicals, such as glues, paints and varnishes. We trust them since they know more than we do about the safe handling of such issues". The auditor made the same enquiry to an accompanying member of the health and safety team and was told that chemical safety had never been a problem with the installation process.

- A. Some safety data sheets for chemical used were missing for some of the installation contractors.(clause 8.1.4.2)
- B. The purchase manager confirmed that the safe use of chemicals in installation work was left to the contractor
- C. No hazard assessment by Shelf-Fit were in place for installation works on customer sites. (Clause 6.1.2.2)
- **D. Staff indicated that chemical hazards on installation sites are the same as at the factory. The hazard List does not reference this. (Clause 6.1.2.2)**
- E. After gathering more evidence, you note down findings against several clauses of ISO 45001. Select three options to determine which findings stated are major nonconformities.
- **F. There was not communication between the organization and site contractors (7.4.1.c.2)**
- **G. The organization did not have a documented process in place to control outsourced work. (8.1.4.3)**
- H. The internal audit programme does not include installation sites. The audit programme does not cover the full OHS management system (Clause 9.2.2)
- I. The organization failed to include its OH&S policy in contracts for installation contractors (5.2.f)

**Answer: D,F,G**

Explanation:

Major nonconformities are raised when there is a systemic failure to meet ISO 45001 requirements that could lead to significant risks.

Analysis of Options:

\* B. Lack of a documented process for controlling outsourced work (8.1.4.3):Major nonconformity.

A failure to control outsourced work is a serious systemic issue.

\* C. Failure to include OH&S policy in contractor contracts (5.2.f):Not a major nonconformity.

While this is a nonconformity, it is procedural and not critical.

\* D. No hazard assessment for installation works (6.1.2.2):Major nonconformity. A lack of hazard assessment for site-specific tasks is a serious issue.

\* E. Missing safety data sheets for contractor chemicals (8.1.4.2):Not a major nonconformity. While important, this issue does not indicate systemic failure.

\* G. Chemical hazards on installation sites not referenced in the hazard list (6.1.2.2):Major nonconformity. This reflects a failure in hazard identification and risk assessment.

\* H. Internal audit program does not cover installation sites (9.2.2):Not a major nonconformity. This is a gap in auditing scope but does not directly endanger safety.

\* I. Safe use of chemicals left to contractors:Not a major nonconformity. This could be addressed through improved contractor oversight rather than indicating systemic failure.

ISO References:

\* Clause 8.1.4.3: Control of outsourced processes.

\* Clause 6.1.2.2: Hazard identification and risk assessment.

\* Clause 7.4.1: Communication requirements.

### NEW QUESTION # 33

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 interview 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. The auditor decides to review the process for evaluation of compliance with health and safety regulations in more depth. Select six options that provide a meaningful audit trail for this process.

- A. What knowledge does the OHS Manager have in relevant safety legislation?
- B. What hazards have been identified as being associated with regulations?
- C. What input does the Maintenance Manager have in the determination of legal compliance?
- D. What are the qualifications of the OHS Manager and Maintenance Managers?
- E. What is the cost of repairing the wall?
- F. How are maintenance staff made aware of regulatory requirements?
- G. How is the cost of safety improvements calculated?
- H. How are updates to OH&S regulations monitored?
- I. How are OHSMS records of compliance evaluations controlled and managed?
- J. How are OH&S objectives verified?

**Answer: A,B,C,F,H,I**

Explanation:

Comprehensive Detailed Explanation along with All ISO 45001 Audit Reference An audit trail for evaluating compliance with regulations should focus on the identification, communication, and monitoring of legal and other requirements. Clause 9.1.2 of ISO 45001:2018 requires organizations to evaluate compliance with applicable OH&S legal and other requirements.

Analysis of Options:

A: What is the cost of repairing the wall?

Irrelevant to compliance evaluation, as cost considerations are not part of legal compliance.

B: What hazards have been identified as being associated with regulations?

Correct. Identifying hazards is a critical step in understanding compliance obligations (Clause 6.1.2).

C: How are maintenance staff made aware of regulatory requirements?

Correct. Communication and training are vital for compliance (Clause 7.3).

D: How are OH&S objectives verified?

Not directly relevant to compliance evaluations, as objectives pertain to performance improvement.

E: How are OHSMS records of compliance evaluations controlled and managed?

Correct. Proper documentation and record-keeping are essential for demonstrating compliance (Clause 7.5).

F: How are updates to OH&S regulations monitored?

Correct. Monitoring regulatory changes is critical for maintaining compliance (Clause 6.1.3).

G: How is the cost of safety improvements calculated?

Irrelevant to compliance, as cost analysis is not required by ISO 45001.

H: What are the qualifications of the OHS Manager and Maintenance Manager?

While competence is important, this does not directly relate to compliance evaluations.

I: What input does the Maintenance Manager have in the determination of legal compliance?

Correct. Understanding the roles and responsibilities of key personnel ensures effective compliance (Clause 5.3).

J: What knowledge does the OHS Manager have in relevant safety legislation?

Correct. Awareness of applicable legislation is critical for effective compliance evaluation (Clause 7.2).

ISO Reference:

Clause 9.1.2: Evaluation of compliance.

Clause 6.1.2: Hazard identification and risk assessment.

Clause 7.5: Documented information.

## NEW QUESTION # 34

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