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

Topic	Details
Topic 1	<ul style="list-style-type: none"><li>• Fundamental audit concepts and principles: This section of the exam measures the skills of Internal Auditors and covers the basic concepts and principles related to auditing an OHSMS. It focuses on understanding audit types, methodologies, and the role of audits in compliance and improvement. One skill to be measured is conducting effective audits to assess OHSMS performance.</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>• 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.</li></ul>

Topic 4	<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 5	<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 (Q15-Q20):

#### NEW QUESTION # 15

On behalf of a certification body, you are conducting a combined audit of Shelf-Fit. The organization designs, manufacturing install 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 vanishes. 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. The purchase manager confirmed that the safe use of chemicals in installation work was left to the contractor
- B. The organization failed to include its OH&S policy in contracts for installation contractors (5.2.f)
- C. The organization did not have a documented process in place to control outsourced work. (8.1.4.3)
- D. No hazard assessment by Shelf-Fit were in place for installation works on customer sites. (Clause 6.1.2.2)
- E. 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)
- F. There was not communication between the organization and site contractors (7.4.1.c.2)
- G. 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.
- 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. Some safety data sheets for chemical used were missing for some of the installation contractors.(clause 8.1.4.2)

**Answer: C,E,F**

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 # 16

You are in the closing meeting of a second-party audit to ISO 45001. Which three of the following topics are most likely to come for discussion?

- A. The extent to which the auditee is conforming to the requirements set out in ISO 45001.
- B. The names and email address of attendees at the closing meeting. The question of who should chair the closing meeting.
- C. Whether the audit has correctly performed in current contracts with other customers.
- D. Whether the work instructions for a specific auditee OH&S process are focused on efficiency.
- E. nature of the trading relationship that currently exists between the auditee's and auditor's organisations.
- F. The extent of the auditee's documented information system.
- G. The extent to which the auditee is conforming to the OH&S requirements contained in supply contracts with the auditing organisation.

**Answer: A,E,G**

Explanation:

The closing meeting of a second-party audit focuses on the findings, conformance to agreed requirements, and areas for improvement. ISO 19011:2018 provides guidance on closing meetings, stating that the results of the audit, including conformity with criteria, must be reviewed and agreed upon.

Analysis of Options:

\* A. The names and email addresses of attendees at the closing meeting:Irrelevant. Attendance details are not part of the audit discussion.

\* B. The extent of the auditee's documented information system:While relevant during the audit, it is not typically a focus in the closing meeting.

\* C. The extent to which the auditee is conforming to OH&S requirements in supply contracts:

Correct. Second-party audits often assess compliance with contractual requirements.

\* D. The extent to which the auditee conforms to ISO 45001 requirements:Correct. The core purpose of the audit is to evaluate conformity to ISO 45001.

\* E. The nature of the trading relationship between the organizations:Correct. The trading relationship often shapes the scope and context of second-party audits.

\* F. Whether the audit has correctly performed in current contracts with other customers:

Irrelevant. The focus is on the specific audit, not contracts with other customers.

\* G. Whether the work instructions for a specific OH&S process are focused on efficiency:

Irrelevant. Efficiency is not the primary focus of an OH&S audit.

ISO References:

\* ISO 19011:2018, Clause 6.6.1: Conducting the closing meeting.

\* ISO 45001:2018, Clause 9.2: Internal audit requirements.

### NEW QUESTION # 17

Whistleklean is a national dry cleaning and laundry organization with 50 shops. You are conducting an OHSMS surveillance audit of the head office and are sampling health and safety performance monitoring. You find that 80 per cent of incidents originate from five

shops in the same region. Most of these relate to staff and customer feeling unwell due to breathing in the pungent atmosphere. Some required to be hospitalized. The OHS Manager tells you that these are the oldest shops in the organization. The cleaning equipment emits Volatile Organic Compounds (VOCs) and needs replacing but the organisation cannot afford it at the moment. You raise the following nonconformity against clause 10.2 of ISO 45001.

"The organization failed to act after incidents in the five old shops involving the release of VOCs from laundry operations, which resulted in injury in some instances. The equipment used was not capable of consistently operating to the required level of safety" Select one of the options which would constitute the most effective corrective action for the nonconformity.

- A. Review the current safety procedures related to handling and use of chemicals In the laundry process to ensure their effectiveness.
- B. Evaluate and update the Personal protective equipment (PPE) requirements for employees working with strong chemicals such as face masks and gloves.
- C. Display on emergency phone number in a prominent place to ensure that injured workers and shoppers
- **D. Reassess the OH&S risks associated with the laundry process in the five old shops.**

**Answer: D**

Explanation:

Comprehensive Detailed Explanation along with All ISO 45001 Audit Reference Clause 10.2 of ISO 45001 pertains to Nonconformity and Corrective Action. Organizations are required to evaluate incidents, investigate their causes, and implement effective corrective actions to prevent recurrence.

Issue Identified:

The incidents in the five old shops are related to VOC emissions from outdated equipment, leading to staff and customer health concerns. This indicates inadequate risk management and failure to act on known safety issues.

Analysis of Options:

A . Display an emergency phone number.

This is a reactive approach and does not address the root cause of the issue, i.e., VOC emissions. It also does not align with ISO 45001's emphasis on preventive measures.

B . Evaluate and update the PPE requirements.

While PPE is important, relying solely on PPE without addressing the root cause (emission of VOCs) is insufficient. PPE is considered the last line of defense under the hierarchy of controls.

C . Reassess the OH&S risks associated with the laundry process in the five old shops.

This option aligns with ISO 45001, Clause 8.1.2, and Clause 10.2, as it emphasizes reassessing risks and taking steps to mitigate them. A thorough risk assessment could lead to interim measures such as process improvements or administrative controls until the equipment is replaced.

D . Review the current safety procedures.

While reviewing safety procedures is useful, it does not address the specific nonconformity related to the equipment's inability to operate safely.

Best Action:

Reassessing the risks in the five shops (Option C) ensures a comprehensive review of the hazards posed by outdated equipment, leading to appropriate preventive and corrective actions.

ISO Reference:

Clause 10.2: Requires identifying and addressing nonconformities to prevent recurrence.

Clause 8.1.2: Emphasizes the hierarchy of controls and risk assessment as a foundation for mitigating hazards.

### NEW QUESTION # 18

A well-known fast-food organisation (ISO 45001 certified) contracts young people to deliver orders; last week one of them died in a street accident riding for the first time a new motorbike provided by the organisation. You will lead the recertification audit in two weeks, and you plan to prepare a checklist to investigate this incident. The following are potential questions you might ask; match them to the related ISO 45001 clause/subclause.

□

**Answer:**

Explanation:

□

### NEW QUESTION # 19

Worker's participation is a key factor for the success of OHSMS. Which three of the following ISO 45001 activities require workers' participation?

- A. Managing internal audit programme
- B. Determining competence requirements
- C. Determining actions to eliminate hazards
- D. Establishing OHS policy
- E. Establishing OHS objectives
- F. Determining what needs to be communicated

**Answer: C,D,E**

Explanation:

Worker participation is a fundamental principle of ISO 45001 (Clause 5.4). It ensures workers at all levels are involved in key activities to enhance the OH&S management system's effectiveness.

Analysis of Options:

- \* A. Determining competence requirements: Incorrect. Determining competence is primarily the responsibility of management, though workers may provide input.
- \* B. Establishing OHS objectives: Correct. Worker involvement ensures objectives are realistic and relevant to workplace conditions (Clause 6.2).
- \* C. Managing internal audit programme: Incorrect. Managing audits is typically a managerial responsibility, though workers may participate in audits.
- \* D. Determining actions to eliminate hazards: Correct. Workers' insights are critical in identifying and implementing actions to eliminate hazards (Clause 8.1.2).
- \* E. Determining what needs to be communicated: Incorrect. While communication strategies impact workers, their participation in determining communication needs is not explicitly required.
- \* F. Establishing OHS policy: Correct. Workers should be involved in developing policies to ensure relevance and buy-in (Clause 5.2).

ISO References:

- \* Clause 5.4: Worker participation.
- \* Clause 6.2: OHS objectives.
- \* Clause 8.1.2: Hierarchy of controls and hazard elimination.

## NEW QUESTION # 20

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