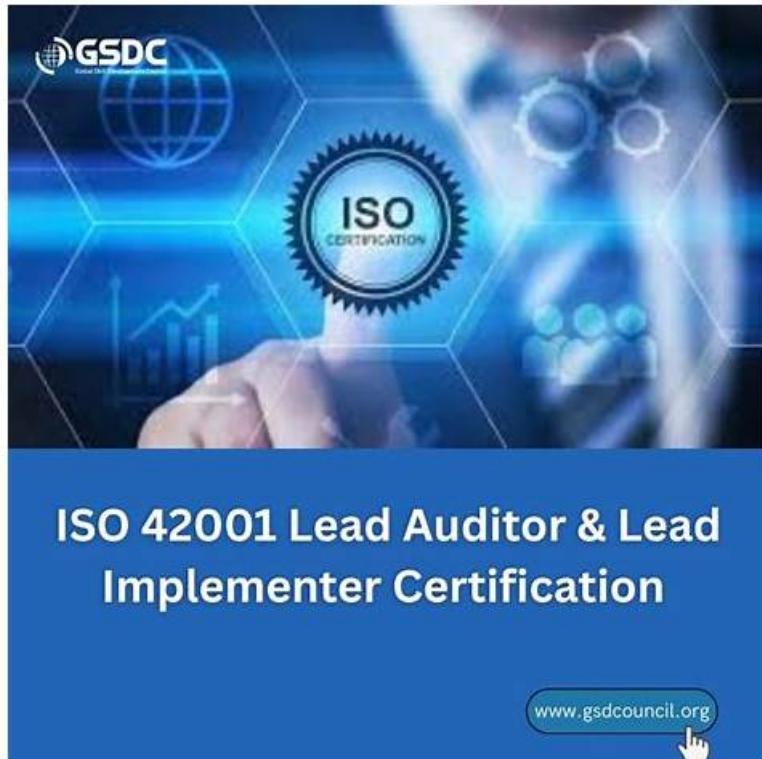


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PECB ISO-45001-Lead-Auditor Exam Syllabus Topics:

Topic	Details
Topic 1	<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 2	<ul style="list-style-type: none">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.
Topic 3	<ul style="list-style-type: none">Fundamental principles and concepts of an occupational health and safety management system: This section of the exam measures the skills of Health and Safety Managers and covers the essential principles and concepts underlying an occupational health and safety management system (OHSMS). It focuses on understanding the framework for managing health and safety risks to prevent workplace injuries and illnesses. One skill to be measured is identifying key components of an effective OHSMS.

Topic 4	<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 5	<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.

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PECB Certified ISO 45001 Lead Auditor Exam Sample Questions (Q22-Q27):

NEW QUESTION # 22

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

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

Answer: C,D

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 # 23

An internal auditor of a manufacturer of plastic packaging products for the food industry raised a nonconformity against section 10.2 of ISO 45001 in Report IA202. The nonconformity (NC3) stated: "The level of reported health and safety incidents has increased by 9.7% over the last 12 months. This included an increase in reported accidents." A third-party auditor reviewing the internal audit process came across the nonconformity and found that there was no evidence of having been reported to relevant staff. Select three of the following nonconformities that the auditor could raise to ISO 45001.

- A. 8.1.1 - Operations were not properly controlled to avoid health and safety incidents.
- B. 10.2.b - The root cause of the increase in reported health and safety accidents was not investigated.
- C. 7.4.3 - The results of the internal audit IA202 were not communicated to interested parties.
- D. 9.2.2.e - Management failed to take any action to deal with the audit nonconformity.
- E. 9.2.2.d - Staff were not made aware that health and safety incidents were increasing.
- F. 9.2.2 - Report IA202 contained a poorly worded nonconformity (NC3).

Answer: B,C,D

Explanation:

Clause 10.2 requires organizations to investigate nonconformities, determine their causes, and take corrective actions to prevent recurrence. Clause 9.2.2 specifies the requirements for managing internal audit processes, while Clause 7.4.3 emphasizes the need to communicate relevant information effectively.

Analysis of Options:

A . 9.2.2.e - Management failed to take any action to deal with the audit nonconformity:

Correct. Management must ensure that internal audit findings are addressed promptly. The lack of action violates Clause 9.2.2.e.

B . 9.2.2.d - Staff were not made aware that health and safety incidents were increasing:

Incorrect. This clause pertains to the planning and conduct of audits, not the communication of findings.

C . 8.1.1 - Operations were not properly controlled to avoid health and safety incidents:

Incorrect. While increased incidents may suggest operational issues, this option does not directly relate to the internal audit findings.

D . 9.2.2 - Report IA202 contained a poorly worded nonconformity (NC3):

Incorrect. The clarity of the nonconformity wording is not directly relevant to Clause 9.2.2.

E . 10.2.b - The root cause of the increase in reported health and safety accidents was not investigated:

Correct. Failure to investigate root causes violates Clause 10.2.b.

F . 7.4.3 - The results of the internal audit IA202 were not communicated to interested parties:

Correct. Effective communication of audit results is required under Clause 7.4.3.

ISO Reference:

Clause 9.2.2: Internal audit process requirements.

Clause 10.2: Nonconformity and corrective action.

Clause 7.4.3: Communication requirements.

NEW QUESTION # 24

Which two of the following are 'criteria' in relation to a first-party audit?

- A. Workers complaints"
- B. Members of the audit team
- C. Opportunities for improvement
- D. Management policy
- E. Emergency plans
- F. Duration of the audit

Answer: D,E

NEW QUESTION # 25

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. No hazard assessment by Shelf-Fit were in place for installation works on customer sites. (Clause 6.1.2.2)
- B. The organization failed to include its OH&S policy in contracts for installation contractors (5.2.f)
- C. 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)
- D. There was not communication between the organization and site contractors (7.4.1.c.2)
- E. The organization did not have a documented process in place to control outsourced work. (8.1.4.3)
- F. The purchase manager confirmed that the safe use of chemicals in installation work was left to the contractor
- G. Some safety data sheets for chemical used were missing for some of the installation contractors.(clause 8.1.4.2)
- H. 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.
- I. The internal audit programme does not include installation sites. The audit programme does not cover the full OHS management system(Clause 9.2.2)

Answer: C,D,E

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 # 26

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

Answer: A,C,F

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 Reference:

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

NEW QUESTION # 27

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