COVID-19 Challenges: OHSMS Internal Audits and Corrective Action - Planning and Conducting COVID-19 Audits

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OHSMS Internal Audits and Corrective Action

Planning and Conducting Covid-19 Program Audits
MSS Continual Improvement - PDCA

PLAN

DO

CHECK

ACT

The PDCA cycle is shown with arrows indicating the flow from PLAN to DO to CHECK to ACT and back to PLAN.
Simplified Covid-19 Bowtie Risk Analysis

Hazard (Causes)
- Proximity
- Virus
- Airborn
- Surfaces

Actions (Controls)
- Barriers
- Testing
- Tracing
- PPE
- HVAC
- Training
- Cleaning

Exposure

Effects (Impacts)
- Reputation
- Legal Liability
- Financial Impacts
- Interested Party Dissatisfaction
- Employee Dissatisfaction
- Process Disruption

Covid-19

Records

Cost Reduction

PR
Auditing Requirements & Guidance

• ISO 45001:2018 – Clause 9.2 Internal Audit
  • conduct internal audits at planned intervals
  • plan, establish, implement and maintain an audit programme(s)

• ISO 45001:2018 – Clause 10.2 Incident, nonconformity and corrective action
  • implement and maintain a process to determine and manage incidents and nonconformities.

• ISO 19011:2018 – Guidelines for auditing management systems
Covid-19 Audits - Planning

• Objective
• Scope
• Criteria (Risk Based Sampling – Materiality)
• Method and Schedule (Communicate)
• Auditor Competence & Impartiality Risk
• Reporting Results & Critical Findings
• Confidentiality
• Risks to Auditor & Auditee
• Is Audit Feasible?
Conducting Covid-19 Audits

• Opening meeting
• Collecting evidence
• Recording findings
• Audit conclusions
• Closing meeting
• Prepare & distribute report
• Audit follow-up (corrective action)
Audit Corrective Action (Act)

Risks
Corrective action workflow
Tracking and closure
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